A/58/7/Add.1–30

United Nations

Advisory Committee on Administrative and Budgetary Questions

Second to thirtieth reports on the proposed programme budget for the biennium 2004–2005 and thirty-first report on the programme budget for the biennium 2004–2005

General Assembly
Official Records
Fifty-eighth Session
Supplement No. 7A (A/58/7/Add.1–30)

General Assembly
Official Records
Fifty-eighth Session
Supplement No. 7A (A/58/7/Add.1–30)

Advisory Committee on Administrative and Budgetary Questions

Second to thirtieth reports on the proposed programme budget for the biennium 2004–2005 and thirty-first report on the programme budget for the biennium 2004–2005

United Nations • New York, 2004

Note

Symbols of United Nations documents are composed of capital letters combined with figures. Mention of such a symbol indicates a reference to a United Nations document.

ISSN-0255-1470

Contents

		Page
Abbreviations		vii
Document No.	*Title*	
	[The first report was issued as *Official Records of the General Assembly, Fifty-eighth Session, Supplement No. 7* and corrigendum (A/58/7 and Corr.1).]	
A/58/7/Add.1	*Second report.* Pattern of conferences – Reform of the Department for General Assembly and Conference Management – Strengthening the Department of Public Information, within the existing capacity, in order to support and enhance the United Nations web site in all official languages of the Organization: follow-up	1
A/58/7/Add.2	*Third report.* Administrative and financial implications of the decisions and recommendations contained in the report of the International Civil Service Commission for 2003: statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly	3
A/58/7/Add.3	*Fourth report.* Salary and retirement allowance of the Secretary-General and salary and pensionable remuneration of the Administrator of the United Nations Development Programme	4
A/58/7/Add.4	*Fifth report.* Request for a subvention to the United Nations Institute for Disarmament Research resulting from the recommendations of the Board of Trustees of the Institute on the work programme of the Institute for 2004	5
A/58/7/Add.5	*Sixth report.* Improvements to the current process of planning and budgeting – Cost implications of providing more predictable and adequate conference services to the meetings of regional and other major groupings of Member States – Comprehensive review of the post structure of the United Nations Secretariat – Additional expenditures deriving from inflation and currency fluctuations – Proportion of General Service staff to Professional staff in the regional commissions – Implementation of projects financed from the Development Account: third progress report	6
A/58/7/Add.6	*Seventh report.* Improving and modernizing the conference facilities at the United Nations Office at Nairobi	12
A/58/7/Add.7	*Eighth report.* Section 13, International Trade Centre UNCTAD/WTO	14
A/58/7/Add.8	*Ninth report.* Revised estimates resulting from resolutions and decisions adopted by the Economic and Social Council at its substantive session of 2003	18
A/58/7/Add.9	*Tenth report.* Administrative expenses of the United Nations Joint Staff Pension Fund	19
A/58/7/Add.10	*Eleventh report.* United Nations Institute for Training and Research	31

Document No.	*Title*	*Page*
A/58/7/Add.11	*Twelfth report.* Revised estimates: effect of changes in rates of exchange and inflation	34
A/58/7/Add.12	*Thirteenth report.* Administration and management of the Office of the United Nations High Commissioner for Human Rights	35
A/58/7/Add.13	*Fourteenth report.* Report of the Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization – Programme budget implications of draft resolution A/C.6/58/L.18	38
A/58/7/Add.14	*Fifteenth report.* The illicit trade in small arms and light weapons in all its aspects – Programme budget implications of draft resolution A/C.1/58/L.1/Rev.1	41
A/58/7/Add.15	*Sixteenth report.* Capital master plan	43
A/58/7/Add.16	*Seventeenth report.* Oceans and the law of the sea – Programme budget implications of draft resolution A/58/L.19	46
A/58/7/Add.17	*Eighteenth report.* Conference and support services extended to the Counter-Terrorism Committee in the implementation of Security Council resolution 1373 (2001)	47
A/58/7/Add.18	*Nineteenth report.* Estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council	49
A/58/7/Add.19	*Twentieth report.* Administrative and financial implications arising from the report of the Standing Committee of the United Nations Joint Staff Pension Board	56
A/58/7/Add.20	*Twenty-first report.* Future operation of the International Research and Training Institute for the Advancement of Women – Programme budget implications of draft resolution A/C.3/58/L.36	58
A/58/7/Add.21	*Twenty-second report.* Ad Hoc Committee on a Comprehensive and Integral International Convention on the Protection and Promotion of the Rights and Dignity of Persons with Disabilities – Programme budget implications of draft resolution A/C.3/58/L.78	60
A/58/7/Add.22	*Twenty-third report.* Situation of human rights in Myanmar – Programme budget implications of draft resolution A/C.3/58/L.68/Rev.1	61
A/58/7/Add.23	*Twenty-fourth report.* Office of the Special Representative for Children and Armed Conflict – Programme budget implications of draft resolution A/C.3/58/L.28	63
A/58/7/Add.24	*Twenty-fifth report.* United Nations Verification Mission in Guatemala – Programme budget implications of draft resolution A/58/L.30	65
A/58/7/Add.25	*Twenty-sixth report.* The situation in Central America: progress in fashioning a region of peace, freedom, democracy and development – Programme budget implications of draft resolution A/58/L.38	71

Document No.	*Title*	*Page*
A/58/7/Add.26	*Twenty-seventh report.* Implementation of the United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa – Programme budget implications of draft resolution A/C.2/58/L.7/Rev.1	72
A/58/7/Add.27	*Twenty-eighth report.* Protection of global climate for present and future generations of mankind – Programme budget implications of draft resolution A/C.2/58/L.14/Rev.1	73
A/58/7/Add.28	*Twenty-ninth report.* Utilization of the provision for special political missions under section 3, Political affairs	74
A/58/7/Add.29	*Thirtieth report.* Contingency fund: consolidated statement of programme budget implications and revised estimates	75
A/58/7/Add.30	*Thirty-first report.* Request for a subvention to the Special Court for Sierra Leone	76
Annex	Reports presented orally by the Chairman of the Advisory Committee on Administrative and Budgetary Questions at meetings of the Fifth Committee at the fifty-eighth session of the General Assembly	79

Abbreviations

BONUCA	United Nations Peace-building Support Office in the Central African Republic
ICJ	International Court of Justice
INSTRAW	International Research and Training Institute for the Advancement of Women
ITC	International Trade Centre UNCTAD/WTO
MINUGUA	United Nations Verification Mission in Guatemala
OHCHR	Office of the United Nations High Commissioner for Human Rights
OIOS	Office of Internal Oversight Services
UNAMA	United Nations Assistance Mission in Afghanistan
UNAMI	United Nations Assistance Mission for Iraq
UNCTAD	United Nations Conference on Trade and Development
UNDC	United Nations Development Corporation
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UN-Habitat	United Nations Human Settlements Programme
UNIDIR	United Nations Institute for Disarmament Research
UNITAR	United Nations Institute for Training and Research
UNJSPB	United Nations Joint Staff Pension Board
UNJSPF	United Nations Joint Staff Pension Fund
UNOB	United Nations Office in Burundi
UNOGBIS	United Nations Peace-building Support Office in Guinea-Bissau
UNRISD	United Nations Research Institute for Social Development
WTO	World Trade Organization

Document A/58/7/Add.1*

Second report

Pattern of conferences

Reform of the Department for General Assembly and Conference Management

Strengthening the Department of Public Information, within the existing capacity, in order to support and enhance the United Nations web site in all official languages of the Organization: follow-up

[Original: English]
[22 September 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the reports of the Secretary-General entitled "Pattern of conferences" (A/58/194 and Corr.1 and 2), "Reform of the Department for General Assembly and Conference Management" (A/58/213), and "Strengthening the Department of Public Information, within the existing capacity, in order to support and enhance the United Nations web site in all official languages of the Organization: follow-up" (A/58/217). During its consideration of the reports, the Advisory Committee met with representatives of the Secretary-General, who provided additional information and clarification.

2. The Advisory Committee takes note of the information provided in the report of the Secretary-General entitled "Pattern of conferences" concerning improved utilization of conference-servicing resources and facilities (A/58/194 and Corr.1 and 2, paras. 3–48). The Advisory Committee takes note with interest of paragraph 6 of the report which states:

> "In accordance with decisions of the Committee on Conferences, the time utilized for informal meetings or consultations held before the start or after the adjournment of officially scheduled meetings, when utilizing the same services and with due notification given to the Secretariat, is not included as time lost owing to late starting or early ending of meetings."

3. As indicated in paragraph 37 of the report, a report on the utilization of conference facilities and services at the United Nations Office at Nairobi was issued in May 2003.[1] That report was a presentation of statistical information and as such contained no recommendations. With regard to the "further reporting on the considerations of improving and modernizing the conference facilities at Nairobi" mentioned in paragraph 37, the Advisory Committee points out that if such a proposal is received from the Secretary-General, it will be treated in accordance with the procedures outlined in the report of the Advisory Committee on building construction procedures,[2] which were designed to allow for its close involvement at the earliest stages of a building project. In a related matter, the Advisory Committee recalls that an amount of $US 1,427,000 had been requested in the proposed programme budget for the biennium 2004–2005 for renovation and modernization of conference facilities in Nairobi (see A/58/6 (Sect. 33) and A/58/6/Corr.1, para. 33.20). In its first report on the proposed programme budget for the biennium 2004–2005, the Advisory Committee recommended approval of the requested resources (see A/58/7 and Corr.1, para. XI.2).

4. The Advisory Committee takes note of the report of the Secretary-General entitled "Reform of the Department for General Assembly and Conference Management" (A/58/213). The Advisory Committee attaches particular importance to the concept of integrated global

---

* Incorporating document A/58/7/Add.1/Corr.1 of 15 October 2003.

management of conference-related resources as it relates to workload-sharing, and therefore welcomes the launching of a comprehensive study on the fundamentals of integrated global management in cooperation with the Office of Internal Oversight Services, as mentioned in paragraph 23 of the report. Furthermore, the Advisory Committee strongly believes that an interactive capability among the various systems used by the duty stations to track conference-servicing capacity is an essential prerequisite of global management of conference-related resources. In this connection, the Advisory Committee notes that, as mentioned in paragraph 22 of the report, an information technology expert group, which will focus on these issues, has been established. The Advisory Committee has commented on these and other matters in detail in its first report on the proposed programme budget for the biennium 2004–2005 (see A/58/7 and Corr.1, paras. I.30-I.87).

5. The Advisory Committee takes note of the report of the Secretary-General entitled "Strengthening the Department of Public Information, within the existing capacity, in order to support and enhance the United Nations web site in all official languages of the Organization: follow-up"(A/58/217). The Advisory Committee has commented, in its first report on the proposed programme budget for the biennium 2004–2005 (see A/58/7 and Corr.1, paras. VII.1-VII.16), on the issues covered in the report of the Secretary-General.

Notes

[1] A/57/809.

[2] A/36/643.

Document A/58/7/Add.2

Third report

Administrative and financial implications of the decisions and recommendations contained in the report of the International Civil Service Commission for 2003: statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly

[Original: English]
[26 September 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement of the Secretary-General (A/58/378), submitted in accordance with rule 153 of the rules of procedure of the General Assembly, on the administrative and financial implications of the decisions and recommendations contained in the report of the International Civil Service Commission for 2003 (A/58/30).

2. As indicated in paragraphs 2 and 3 of the statement by the Secretary-General, in accordance with section I D of General Assembly resolution 57/285 of 20 December 2002, the International Civil Service Commission, at its fifty-seventh session, reconsidered the decision it had made in 2002 to increase the level of hazard pay granted to locally recruited staff from 20 to 30 per cent of the net midpoint of local base salary scales. On the basis of its reconsideration, the Commission decided to uphold its decision with effect from 1 January 2004.

3. As indicated in paragraphs 6 and 7 of the statement by the Secretary-General, the annual financial implications of the decision for the United Nations regular budget are estimated at $US 887,000, or a total of $1,774,000 for the biennium 2004–2005.

4. **The Advisory Committee recommends approval of the Secretary-General's recommendation to accommodate the additional requirement of $1,774,000 from within the common staff costs provision in the proposed programme budget for the biennium 2004–2005.**

Document A/58/7/Add.3

Fourth report

Salary and retirement allowance of the Secretary-General and salary and pensionable remuneration of the Administrator of the United Nations Development Programme

[Original: English]
[23 October 2003]

1. The present report is submitted by the Advisory Committee on Administrative and Budgetary Questions in accordance with General Assembly resolution 57/310 of 18 June 2003, in which the Assembly concurred with the recommendation of the Advisory Committee in paragraph 9 of its report concerning the salary and retirement allowance of the Secretary-General and the salary and pensionable remuneration of the Administrator of the United Nations Development Programme (UNDP)[1] and requested the Advisory Committee to submit proposals to it at its fifty-eighth session with a view to formalizing conditions and procedures related to the salary and retirement allowance of the Secretary-General and the salary and pensionable remuneration of the Administrator of UNDP.

2. Under the current practice, proposals for changes in the salary and retirement allowance of the Secretary-General and the salary and pensionable remuneration of the Administrator of UNDP are approved by the General Assembly on the basis of a recommendation of the Advisory Committee. In general, the Advisory Committee has reported to the Assembly in this regard whenever a change in the salary scale for staff in the Professional and higher categories is approved by the Assembly. References to the most recent reviews are contained in the report of the Advisory Committee of 11 March 2003.[1]

3. **The Advisory Committee does not see a need, at this time, to change the current practice, as set out in paragraph 2 above and in its report of 11 March 2003.**

Notes

[1] *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 7* (A/57/7 and Add.1–27), document A/57/7/Add.25.

Document A/58/7/Add.4

Fifth report

Request for a subvention to the United Nations Institute for Disarmament Research resulting from the recommendations of the Board of Trustees of the Institute on the work programme of the Institute for 2004

[Original: English]
[23 October 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the note by the Secretary-General (A/C.5/58/3) on the request for a subvention of $US 227,600 to the United Nations Institute for Disarmament Research (UNIDIR) resulting from the recommendation of the Board of Trustees of the Institute on the work programme of the Institute for 2004.

2. The subvention is used to cover the costs for the Director and administration. The Advisory Committee was also informed that for 2004, as has been the case since 2002, the subvention has been cost-adjusted to take into account inflation and currency changes.

3. As indicated in paragraph 3 of the note by the Secretary-General, the proposed programme budget the biennium 2004–2005, under section 4, Disarmament, contains a provision for $473,700 representing the United Nations subvention to UNIDIR for the biennium 2004–2005.

4. **The Advisory Committee recommends that the General Assembly approve the request of $227,600 for UNIDIR for 2004; no additional provision would be required under section 4 of the proposed programme budget for the biennium 2004–2005.**

Document A/58/7/Add.5

Sixth report

Improvements to the current process of planning and budgeting

Cost implications of providing more predictable and adequate conference services to the meetings of regional and other major groupings of Member States

Comprehensive review of the post structure of the United Nations Secretariat

Additional expenditures deriving from inflation and currency fluctuations

Proportion of General Service staff to Professional staff in the regional commissions

Implementation of projects financed from the Development Account: third progress report

[Original: English]
[23 October 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the reports of the Secretary-General on improvements to the current process of planning and budgeting (A/58/395 and Corr.1); the cost implications of providing more predictable and adequate conference services to the meetings of regional and other major groupings of Member States (A/58/397); the comprehensive review of the post structure of the United Nations Secretariat (A/58/398); additional expenditures deriving from inflation and currency fluctuations (A/58/400); the proportion of General Service staff to Professional staff in the regional commissions (A/58/403); and the implementation of projects financed from the Development Account: third progress report (A/58/404). During its consideration of the reports, the Advisory Committee met with representatives of the Secretary-General, who provided additional information and clarifications.

I. Improvements to the current process of planning and budgeting

2. In the course of its consideration of the report of the Secretary-General on improvements to the current process of planning and budgeting (A/58/395 and Corr.1), the Advisory Committee also had before it the report of the Joint Inspection Unit on the review of the United Nations budgetary process (A/58/375).

3. The Secretary-General, in his report, proposes a number of measures to improve the current process of planning and budgeting; these are referred to in paragraph 43 of his report.

4. The measures proposed by the Secretary-General follow upon the adoption of results-based budgeting by the General Assembly (see Assembly resolutions 52/12 B of 19 December 1997, 53/205 of 18 December 1998 and 55/231 of 20 December 2000) and the streamlined presentation of the proposed programme budget for the biennium 2004–2005, now being considered by the Assembly.

5. The Advisory Committee's extensive comments and observations on the current process of results-based budgeting are contained in a number of its recent reports, including its first report on the proposed programme budget for the biennium 2004–2005 (A/58/7 and Corr.1, paras. 6–29), its report on the administrative and budgetary aspects of the financing of the United Nations peacekeeping operations[1] and its report on the support account for peacekeeping operations.[2]

6. **The Advisory Committee points out that proposals to replace the present four-year medium-term plan by a biennial programme plan and to revise the role of the Committee for Programme and Coordination would require a policy decision by the General Assembly.**

7. **In the paragraphs below, the Advisory Committee presents a number of comments and observations on the proposals of the Secretary-General. The Advisory Committee recommends that, based on such guidance as the General Assembly may wish to give with regard to the proposals of the Secretary-General, he should be requested to submit mock-ups for consideration by the Assembly. Consequent upon such action as the Assembly may take on the mock-ups, the Secretary-General would report to the Assembly, through the Advisory Committee, any consequential amendments to the Financial Regulations and Rules of the United Nations and to the Regulations and Rules Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation, which would need to be considered.**

8. Paragraphs 3 to 19 of the report of the Secretary-General deal with the medium-term plan. The Advisory Committee notes that an attempt was made in paragraphs 7 and 8 of the report to reflect diverse views of Member States on the medium-term plan. Paragraph 9 identifies what the Secretary-General considers to be the shortcomings of the current system.

9. The Secretary-General indicates in paragraph 11 of his report that the medium-term plan should be an instrument of policy, not a listing of activities. **The Advisory Committee requests that the Secretary-General provide a clarification in his report containing the mock-ups called for in paragraph 7 above.**

10. The Advisory Committee recalls that the budget outline, as defined by the General Assembly in its resolution 41/213 of 19 December 1986, provides Member States with preliminary estimates for the Secretary-General's proposed biennial programme budget. **In considering the future of the outline, it would be essential to take into account its importance as a tool for early involvement of Member States in the planning and budgeting process of the Organization.**

11. The Secretary-General proposes to expand the budget outline to include additional information on key programmatic changes, as well as additional information on changes in resource requirements to reflect those programmatic changes (see A/58/395 and Corr.1, para. 23). **The Advisory Committee cautions against the possibility of loading the budget outline with excessive additional information, thus transforming it into a preliminary programme budget. The Advisory Committee, therefore, requests that the content and format of the new budget outline be clarified in the mock-up documents referred to in paragraph 7 above.**

12. With regard to the question of timing, the Advisory Committee notes the proposal of the Secretary-General that both the biennial programme plan and the budget outline be considered concurrently by the General Assembly (ibid., para. 16). **The Advisory Committee is of the view that it would be preferable if the budget outline could be prepared after review and approval of such plan instrument as the General Assembly may wish to establish. The Advisory Committee therefore requests that the timing for the submission and consideration of both parts of the "strategic framework" should be clarified in the report containing the mock-ups requested above.**

13. Paragraphs 26 to 37 of the report deal with monitoring and evaluation. **The Advisory Committee shares the Secretary-General's critical view of the current status of monitoring and evaluation in the Organization.** The Advisory Committee recalls its observation that "at this stage, no effective mechanism exists to monitor, evaluate and measure the results and impact of the programmes and activities of the United Nations, nor does there exist the necessary financial link to programmes and activities" (see A/58/7 and Corr.1, para. 14). As a necessary element of improvement to the process of monitoring and evaluation

of programme performance, the Advisory Committee recommended that "a single report be issued that would cover both programme and financial performance for the same period" (ibid., para. 18).

14. **The Advisory Committee trusts that in his report containing the mock-ups, the Secretary-General will clarify the measures proposed to improve the current process of programme performance, monitoring and evaluation, including a modified biennial programme performance report and improved format and timing of evaluation reports.**

15. **With regard to the proposed identification of resources for monitoring and evaluation activities in all sections of the budget, the Advisory Committee is of the view that the proposal appears to be essentially administrative and should, as such, be addressed, if necessary, in the context of the proposed programme budget, rather than in the context of overall issues intended to improve the process of planning and budgeting.**

II. Cost implications of providing more predictable and adequate conference services to the meetings of regional and other major groupings of Member States

16. The report of the Secretary-General on cost implications of providing more predictable and adequate conference services to meetings of regional and other major groupings of Member States (A/58/397) was submitted in accordance with General Assembly resolution 57/283 B of 15 April 2003. The report provides an analysis of the existing mandate for the provision of conference services to such meetings, as well as a brief history of the budgetary implications thereof (ibid., paras. 2–6).

17. In his report, the Secretary-General notes that no dedicated resources have been allocated so far within the programme budget for such unprogrammed services and that the associated costs have customarily been met from within the overall budget resources of the Organization. The Secretary-General concludes that a change in the mandate for the provision of such services, the programming of dedicated conference-servicing time and the allocation of related financial resources would be the only means of providing more predictable and adequate conference services to the meetings (ibid., paras. 15 and 16). On the basis of average annual level of services provided in the past five years to meetings of regional and other major groupings, requirements for such services for the biennium 2004–2005 are estimated at $US 7,966,000 (ibid., para. 17).

18. Subsequent to its meeting with the representatives of the Secretary-General on the report, the Advisory Committee was provided with the following breakdown of the estimate by object of expenditure:

Object of expenditure	*Resources (Thousands of US dollars)*
Temporary assistance for meetings	4 044.4
Overtime for security coverage	239.8
Contractual services (sound technicians services)	696.2
Maintenance of premises (cleaning)	748.2
Utilities	2 237.4
Total	**7 966.0**

19. Upon enquiry, the Advisory Committee was informed that the estimates were based on the assumption that meetings would be held during normal working hours. The Advisory Committee requested a clarification as to why additional resources would be required for overtime for security coverage, cleaning and utilities, given the fact that the meetings are to be

held during normal working hours when the building is open. **The Advisory Committee found the additional information provided to it to be unconvincing and is of the opinion that the amounts estimated for security coverage, cleaning and utilities, which total $3,225,400, can, at this stage, be deleted.**

20. **Whether or not to change the existing mandate for the provision of conference services to regional and other major groupings of Member States is a policy decision to be made by the General Assembly. Taking into account what is stated in paragraph 19 above, the Advisory Committee recommends that, should the Assembly decide to approve a change in the existing mandate, an estimate of $4,740,600 be approved subject to the procedures set out in Assembly resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987 for the use and operation of the contingency fund. The Secretary-General should report, in the context of the first performance report on the programme budget for the biennium 2004–2005, on the utilization of the amount appropriated.**

III. Comprehensive review of the post structure of the United Nations Secretariat

21. The report of the Secretary-General (A/58/398) is submitted pursuant to General Assembly decision 57/574 of 20 December 2002, in which the Assembly took note of the earlier report of the Secretary-General on the comprehensive review of the post structure of the United Nations Secretariat[3] and the related report of the Advisory Committee[4] and decided to continue consideration of the question during its fifty-eighth session. The Secretary-General was also requested to include, in the context of the proposed programme budget for the biennium 2004–2005, more information on the question of the post structure, and in particular to provide a comparison of the post structure of the Secretariat with other multilateral organizations not covered in the report, as well as with those of some Member States, and the percentage share of each grade.

22. Paragraphs 65 to 69 of the introduction to the proposed programme budget for the biennium 2004–2005 (A/58/6 (Introduction) and A/58/6/Corr.1) respond to the request of the General Assembly to address the question of post structure in the context of the proposed programme budget for the next biennium. The report of the Secretary-General in document A/58/398 provides additional information on the comparison of the post structure of the Secretariat with the other organizations within the United Nations common system.

23. The Advisory Committee, in chapter I.F, entitled "Personnel matters" of its first report on the proposed programme budget for the biennium 2004–2005 (A/58/7 and Corr.1), made a number of comments and observations that are relevant to the subject matter of the Secretary-General's comprehensive review.

24. The Advisory Committee notes the Secretary-General's conclusion that the comprehensive review does not reflect any anomalies that could be characterized as top-heaviness of the Secretariat structure vis-à-vis comparative post structures throughout the organizations of the United Nations common system (see A/58/398, para. 9).

25. **The Advisory Committee recommends that the General Assembly take note of the report of the Secretary-General. Notwithstanding, the Advisory Committee points out that the comprehensive review was conducted with a number of critical constraints, some of which are indicated in paragraphs 3 and 4 of the report (A/58/398). The Advisory Committee notes, in this connection, that "some organizations, particularly those outside the United Nations common system, and some Governments consider data on grade structure to be sensitive and tend to be reluctant to share such information". The Advisory Committee is concerned that the Secretary-General was not in a position to obtain data from organizations and Governments, some of which considered information on grade structure to be sensitive and were reluctant to provide it to the Secretariat.**

IV. Additional expenditures deriving from inflation and currency fluctuations

26. The report of the Secretary-General (A/58/400) was submitted in compliance with General Assembly decision 57/576 of 20 December 2002, by which the Assembly took note of the report of the Secretary-General on additional expenditures deriving from inflation and currency fluctuations,[5] decided to continue consideration of the question at the main part of its fifty-eighth session and requested the Secretary-General to submit a report providing a comparative analysis of the practice followed by other international organizations in that regard.

27. The annex to the Secretary-General's report contains information on the practices followed by other international organizations in budgeting for currency fluctuations (table 1), inflation (table 2), reserve accounts and funds (table 3) and working capital funds (table 4). According to the Secretary-General, the information in the annex is based on the recently updated study of the United Nations System Chief Executives Board for Coordination on budgeting in organizations of the United Nations system. The Advisory Committee finds the information provided in the annex to the Secretary-General's report useful and well organized.

28. The Advisory Committee points out that it has commented quite extensively on the issue of additional expenditures deriving from inflation and currency fluctuations. Most recently, the Advisory Committee's comments have been made in document A/57/7/Add.14, para. 11, and in document A/58/7 and Corr.1, paras. 156 and 157. **The Advisory Committee recommends that the General Assembly take note of the report of the Secretary-General (A/58/400).**

V. Proportion of General Service staff to Professional staff in the regional commissions

29. The report of the Secretary-General in document A/58/403 was submitted pursuant to General Assembly resolution 56/253 of 24 December 2001 concerning the proportion of General Service posts compared with Professional posts in the regional commissions.

30. The Advisory Committee notes the conclusion of the review that a higher overall ratio of General Service to Professional posts does exist in four of the regional commissions (Economic Commission for Africa, Economic and Social Commission for Asia and the Pacific, Economic Commission for Latin America and the Caribbean and Economic and Social Commission for Western Asia) than in other economic and social entities (Department of Economic and Social Affairs and the United Nations Conference on Trade and Development). According to the Secretary-General, this is a result of the broader coverage of services under the programme support component in these regional commissions, which include not only the traditional support functions such as finance, budgeting, management and personnel administration, but also the management of technical cooperation programmes, conference and library services, security and safety and other services. The Secretary-General also indicates that while investment in information technology will eventually lead to improvements in the efficiency of support services, most regional commissions continue to rely heavily on their own staff for support services owing to a limited availability of outsourcing opportunities in their localities.

31. **The Advisory Committee recommends that the General Assembly take note of the report of the Secretary-General (A/58/403) and that information contained in the report be also considered in the context of the review by the General Assembly of the proposed resource requirements for the regional commissions for the biennium 2004–2005.**

VI. Implementation of projects financed from the Development Account: third progress report

32. The report of the Secretary-General in document A/58/404 is submitted pursuant to General Assembly resolution 56/237 of 24 December 2001. The Advisory Committee recalls that in its report in document A/57/7/Add.5, it recommended that the Secretary-General report on the implementation of projects financed from the Development Account in the context of the presentation of the proposed programme budget for the biennium 2004–2005.

33. **In future, the Advisory Committee would like to see more emphasis on the pace of implementation of projects and on the results achieved, rather than on a description of efforts taken and processes followed in the course of the implementation of projects; the report should be more focused on whether or not the objectives set for Development Account projects have been achieved.**

34. **The Advisory Committee concurs in the conclusion that evaluation and monitoring of Development Account projects with strong focus on lessons learned, results and pace of accomplishments should be further improved and that lessons learned should effectively feed into the design of new projects and activities.**

35. **The Advisory Committee has made a number of comments and recommendations on the Development Account in its first report on the proposed programme budget for 2004–2005 (A/58/7 and Corr.1, paras. XIII.1-XIII.11). The Advisory Committee recommends that the Secretary-General incorporate information on the implementation of projects financed from the Development Account in his proposed programme budgets, thus obviating the need for presenting a separate report. Subject to the foregoing, the Advisory Committee recommends that the General Assembly take note of the report of the Secretary-General (A/58/404).**

Notes

[1] A/57/772, paras. 37–56.

[2] A/57/776, paras. 2–8.

[3] A/57/483.

[4] *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 7* (A/57/7 and Add.1–27), document A/57/7/Add.14, sect. V.

[5] A/57/471.

Document A/58/7/Add.6

Seventh report

Improving and modernizing the conference facilities at the United Nations Office at Nairobi

[Original: English]
[24 October 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on improving and modernizing the conference facilities at the United Nations Office at Nairobi in order to accommodate adequately major meetings and conferences (A/58/530). During its consideration of the report, the Advisory Committee met with representatives of the Secretary-General, who provided additional information.

2. By its resolution 57/283 B of 15 April 2003, the General Assembly noted with concern that the severe constraint of adequate conference facilities at the United Nations Office at Nairobi posed a serious challenge for any further increase in the utilization of conference facilities and services at Nairobi and reiterated its request that the Secretary-General consider improving and modernizing the conference facilities and services at Nairobi. The report of the Secretary-General was submitted in response to that request.

3. The Advisory Committee notes from the report that in the past four years the number of meetings held at the United Nations Office at Nairobi Conference Centre has increased by 18 per cent and is expected to increase by an additional 5 per cent in the biennium 2004–2005 (ibid., para. 5). As indicated in that report, the seating capacity and versatility of the Conference Centre no longer meet the requirements of the institutional clients of the Office, namely, the United Nations Environment Programme (UNEP) and the United Nations Human Settlements Programme (UN-Habitat), for which they were initially constructed, owing to the large number of participants from non-governmental organizations at meetings (ibid., para. 7).

4. On the basis of a review undertaken by the Secretariat to respond to the request of the General Assembly, two phases were identified to improve and modernize conference facilities at Nairobi. Phase I would involve the modernization of existing conference facilities at an estimated cost of $US 3,479,000. The measures would increase the capacity by some 300 seats and would include the installation of modern simultaneous interpretation equipment and upgrading of the sound, air-conditioning and data-distribution systems (ibid., para. 10). Phase II involves the possibility of future construction in addition to the alteration and modernization to be carried out under phase I (ibid., para. 19).

5. Of the total estimated requirement of $3,479,000 for the modernization of conference facilities, a provision of $1,427,000 has already been requested under section 33, Construction, alteration, improvement and major maintenance, of the proposed programme budget for the biennium 2004–2005 (A/58/6 (Sect. 33) and A/58/6/Corr.1) for the modernization of conference rooms 1, 5, 6, 7 and 8. With regard to the modernization of rooms 2, 3 and 4, it is proposed that the requirements be met in part from the uncommitted balance of the construction-in-progress account, which amounted to $913,000 as at 30 June 2003. It is proposed that the remaining requirement of $1,139,000 be considered subject to the procedures set out in resolution 42/211 of 21 December 1987 for the use and operation of the contingency fund (A/58/530, para. 22).

6. With regard to the construction of additional conference rooms, the Advisory Committee notes the intention to consider such construction at a later stage in accordance with the building construction procedures outlined in the report of the Advisory Committee of 3 November 1981[1] and in the light of experience gained from operating the modernized conference facilities of the United Nations Office at Nairobi during the biennium 2006–2007 (see A/58/530, para. 23).

7. **The Advisory Committee recommends that the General Assembly authorize the modernization of the existing conference facilities at the United Nations Office at Nairobi as described in paragraph 10 of the report of the Secretary-General. The Advisory Committee also recommends that the Assembly authorize the funding of the total estimated cost for modernization of $3,479,000, as outlined in paragraph 22 of the report.**

Notes

[1] A/36/643.

Document A/58/7/Add.7

Eighth report

Section 13
International Trade Centre UNCTAD/WTO

[Original: English]
[31 October 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General containing the proposed programme budget for the International Trade Centre UNCTAD/WTO (ITC) for the biennium 2004–2005 (A/58/6 (Sect. 13)/Add.1) and A/58/6/Corr.1. During its consideration of the report, the Advisory Committee met with representatives of the Secretary-General at Headquarters and exchanged views with the representatives of the Centre in Geneva, through videoconferencing.

2. The Advisory Committee notes that the proposed programme budget is presented in accordance with the procedure and administrative arrangements outlined and recommended in paragraph 11 of its report in document A/53/7/Add.3 and endorsed by the General Assembly in its decision 53/411 B of 18 December 1998. However, the Advisory Committee recalls that a request was made to the Secretary General in its report in document A/57/7/Add.26, paragraph 4, and in paragraph 3 of General Assembly resolution 57/312 of 18 June 2003 to initiate consultations with the International Trade Centre UNCTAD/WTO and the World Trade Organization for a joint review of the administrative arrangements for the Centre. The Advisory Committee was informed that discussions are ongoing and that a report would be submitted in the spring of 2004 on this issue. In the meantime, pending the outcome of such review, the current administrative arrangements continue to apply.

3. In line with the arrangements mentioned in paragraph 2 above, the Secretary-General submitted an outline of the proposed programme budget for the biennium 2004–2005 for the International Trade Centre UNCTAD/WTO.[1] The estimated total resource requirements indicated therein amounted to 66,649,800 Swiss francs (Sw F) (at 2004–2005 rates), with income estimated at Sw F 695,000 and the United Nations share of the costs at Sw F 32,977,400 (equivalent to $US 20,938,000, at the exchange rate of Sw F 1.575 to $ 1). The increase of 5.4 per cent in real terms compared to the biennium 2002–2003, as explained in the Secretary-General's report,[2] was attributed to an increase in staff resources to meet growing demand in selected areas. The Advisory Committee, in its report,[3] recommended that the General Assembly take note of the resources proposed in the budget outline. At its resumed fifty-seventh session, the General Assembly, in its resolution 57/312, took note of the report of the Secretary-General and concurred with the related observations and recommendations of the Advisory Committee.

4. The Advisory Committee notes from the information contained in table 13.3 (A/58/6 (Sect. 13)/Add.1) and A/58/6/Corr.1) that the requirements of the International Trade Centre for the biennium 2004–2005 are estimated at Sw F 65,398,600, before recosting, or Sw F 65,334,400 at 2004–2005 rates. The updated amount represents an increase in real terms of 5.5 per cent, instead of the 5.4 per cent indicated in the budget outline, because of the more precise data available at the time of the preparation of the current submission. The Advisory Committee notes that income has been adjusted from Sw F 695,000 to Sw F 471,000 for the biennium 2004–2005, due to a reduction in rental income resulting from the need to accommodate the Centre's expanding programme of work and increased in-house office space requirements (ibid., para. 13.14). The biennial contribution of each organization is Sw F 32,431,700.

5. The Advisory Committee further notes that, on the basis of the exchange rate of Sw F 1.575 to $ 1, the provision requested for the United Nations contribution for the biennium

2004–2005 would amount to $20,591,600, which, as indicated in the report of the Secretary-General (ibid., para. 13.13), is $346,400 less than the figure provided in the budget outline.

6. For the biennium 2004–2005, extrabudgetary resources are estimated at SW F 72,566,600, an increase of 27 per cent over the amount of Sw F 56,999,700 for the biennium 2002–2003 (ibid., para. 13.15 and table 13.6).

7. The Advisory Committee recalls that the World Trade Organization reviews its budget on an annual basis, including its contribution to ITC. The Advisory Committee was informed that the estimates for ITC for 2004 would be reviewed by the Committee on Budget, Finance and Administration of the World Trade Organization on 17 November 2003. A recommendation to the General Council of the World Trade Organization for approval of a budget in the amount of Sw F 32,486,000 for ITC for 2004 will be proposed.

8. The Advisory Committee welcomes the inclusion of quantifiable and more precise indicators of achievement and the expansion of the information in table 13.3, as recommended in its report.[4]

9. As shown in table 13.4 of the report (A/58/6 (Sect.13)/Add.1 and A/58/6/Corr.1), the proposed number of regular budget posts for the Centre for the biennium 2004–2005 is 157 (79 Professional and 78 General Service), compared to 148 posts authorized for the biennium 2002–2003 (74 Professional and 74 General Service). The Advisory Committee notes that the increase in post-related requirements of Sw F 2,565,100 (5.4 per cent) over the approved budget for the biennium 2002–2003 covers the establishment of six new Professional posts (3 P-4, 2 P-3 and 1 P-2), five General Service posts and three reclassifications (two from P-4 to P-5 and one from P-2 to P-3). The net increase in posts reflects the abolition of two posts (1 P-2 and 1 GS), so far used to reimburse the Office of Internal Oversight Services and the United Nations Office at Geneva (Office of Centralized Support Services) for services rendered to ITC. Equivalent resources are thus transferred to grants and contributions, in order to better reflect the administrative arrangements with those offices (see para. 12 below).

10. The recommendations of the Advisory Committee on posts are as follows:

(*a*) One P-4 post for a Senior Officer on national export strategy (Office of the Executive Director) to organize the Centre's response for capacity-building in national and sector-level strategy design and management. The incumbent of the post would be directly associated with the ITC Executive Forum. **In view of support already provided to the Executive Forum by the Division of Trade Support Services, a current coordinator (at the P-5 level) in the Office of the Executive Director, who performs on a part-time basis in this regard, and a provision amounting to SW F 585,000 for consultancies and resource personnel to assist in issues and meetings related to the Executive Forum, the Advisory Committee does not recommend the establishment of this post;**

(*b*) One P-4 post for a senior market analyst (Division of Product and Market Development) to carry out functions reinforcing ITC's capacity to analyse trade flows, trade opportunities, market access barriers and competitiveness in support of market opportunity identification and strategy formulation at sectoral and enterprise levels. **In view of the increasing demand for this type of output and advisory activities, the Advisory Committee recommends acceptance of this post;**

(*c*) One P-4 post for a senior officer (Division of Trade Support Services) to reinforce and expand ITC's information dissemination/awareness-building activities related to business implications of changes in the multilateral trading system and development of business advocacy capacities. **For the reasons provided to the Advisory Committee, it recommends acceptance of this post;**

(*d*) One P-3 post for capacity-building in trade in services (Division of Product and Market Development) to provide technical support in that area. **For the reasons provided to the Advisory Committee, it recommends acceptance of this post;**

(*e*) One P-3 post for a Trade Promotion Officer (Division of Technical Cooperation) to manage ITC's response to the demand for trade-related technical support and to coordinate the adaptation and further development of specialized, competitiveness enhancement tools for Arab States, Europe and the countries of the Commonwealth of Independent States. **The Advisory Committee recognizes the need for this essential function, but recommends that the functions be funded from extrabudgetary resources, in view of their direct relationship to the support of technical cooperation and the sizeable increase projected in extrabudgetary requirements for the biennium 2004–2005, as mentioned in paragraph 6 above;**

(*f*) One P-2 post for an Associate Editor (Office of the Executive Director) to carry out functions related to content development, design, production and editing assistance of ITC's *International Trade Forum* magazine, published quarterly in three languages and distributed both in print and through the Internet. **The Advisory Committee recommends acceptance of this post;**

(*g*) One General Service post for an administrative assistant (Office of the Executive Director) to provide full-time support to the ITC Executive Forum. **The Advisory Committee recommends acceptance of this post;**

(*h*) One General Service post for an administrative assistant (Division of Trade Support Service, Enterprise Management and Development Section) in view of the increase in the workload associated with the demand for management training, export management training and e-competency development provided under the Enterprise Competitiveness programme. **The Advisory Committee recommends acceptance of this post;**

(*i*) One General Service post for an assistant in the Business Advisory Services Section (Division of Trade Support Services). The incumbent would assume responsibility for the administrative servicing of the counterpart networks of the Section, the distribution of competitiveness tools and the maintenance of databases. **The Advisory Committee recommends acceptance of this post;**

(*j*) Two General Service posts for administrative assistants to provide secretarial and administrative support in the Division of Technical Cooperation Coordination. **In view of the high ratio of General Service posts to Professional posts in ITC (currently 1:1), the Advisory Committee finds no compelling need for these additional resources. The Advisory Committee recommends against the acceptance of these two posts;**

(*k*) **The Advisory Committee recommends approval of the reclassification of the three posts, from P-4 to P-5 for the Chief of Trade in Services Section (Division of Product and Market Development), from P-4 to P-5 for the Chief of Office for Interregional Programmes (Division of Technical Cooperation Coordination), and from P-2 to P-3 in the Business Advisory Section of the Division of Trade Support Services.**

11. **In view of the Advisory Committee's recommendations on posts, the requirements for posts for ITC would amount to Sw F 48,796,200 at 2004–2005 rates (a reduction of Sw F 1,040,000).**

12. The resource growth under non-post requirements (Sw F 810,800 or 5.6 per cent) mostly relates to the increase under grants and contributions (Sw F 840,900) to provide for the services rendered by the Office of Internal Oversight Services and the United Nations Office at Geneva (Office of Centralized Support Services) offset by the reduction of two posts indicated in paragraph 9 above; the implementation of the decision to provide the Joint Advisory Group with documentation in additional languages (Arabic and Chinese), pursuant to the request in paragraph 2 of General Assembly resolution 57/312 (Sw F 160,000), and additional requirements under furniture and equipment in order to replace obsolete furniture that can no longer be repaired, as well as to acquire what is needed to accommodate the new staff members proposed. The Advisory Committee was informed that the furniture replacement would be carried out over two bienniums.

13. **In view of the recommendations made in paragraph 10 above with regard to posts, non-post resources for ITC should be reduced to Sw F 15,472,200 at 2004–2005 rates (a reduction of Sw F 26,000).**

14. **The Advisory Committee recommends that the General Assembly approve an amount of Sw F 64,268,400 under section 13, International Trade Centre UNCTAD/WTO, of the proposed programme budget for the biennium 2004–2005.**

Notes

[1] See A/57/761.

[2] Ibid., paras. 9 and 10.Document A/58/7/Add.8

[3] *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 7* (A/57/7 and Add.1–27), document A/57/7/Add.26, para. 5.

[4] Ibid., Fifty-sixth Session, Supplement No. 7A (A/56/7/Add.1–11), document A/56/7/Add.3, para. 6.

Document A/58/7/Add.8

Ninth report

Revised estimates resulting from resolutions and decisions adopted by the Economic and Social Council at its substantive session of 2003

[Original: English]
[12 November 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on revised estimates resulting from resolutions and decisions adopted by the Economic and Social Council at its substantive session of 2003 (A/C.5/58/10). During its consideration of the report, the Advisory Committee met with representatives of the Secretary-General, who provided additional information.

2. The revised estimates relate to a series of Economic and Social Council resolutions and decisions outlined in the Secretary-General's report. The Secretary-General indicated that the programme budget implications of Economic and Social Council resolution 2003/57 of 24 July 2003, entitled "Revitalization and strengthening of the United Nations International Research and Training Institute for the Advancement of Women" would be the subject of a separate report to the General Assembly at its fifty-eighth session.

3. As indicated in paragraph 49 of the report (ibid.), the implications of resolutions and decisions adopted by the Economic and Social Council at its substantive session of 2003 would give rise to estimated requirements of $US 2,040,400, of which $1,197,700 could be absorbed within either the 2002–2003 or the 2004–2005 biennium. The remaining requirements of $842,700 for the biennium 2004–2005 would be subject to the procedures established by the General Assembly in its resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987 for the operation of the contingency fund. **Accordingly, the Advisory Committee recommends that the Fifth Committee take note of the estimate of $842,700, on the understanding that such appropriations as may be necessary will be requested by the Secretary-General in the context of a consolidated statement of programme budget implications and revised estimates to be submitted to the General Assembly. The Advisory Committee points out that, should the General Assembly decide to proceed with the scheduling possibilities outlined in paragraph 30 of the Secretary-General's report, appropriation requirements for the biennium 2004–2005 would amount to $616,500 rather than $842,700 (ibid., para. 54).**

Document A/58/7/Add.9

Tenth report

Administrative expenses of the United Nations Joint Staff Pension Fund

[Original: English]
[12 November 2003]

I. Introduction

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Standing Committee of the United Nations Joint Staff Pension Board on the administrative expenses of the United Nations Joint Staff Pension Fund (A/58/214 and Corr.1). During its consideration of the report, the Advisory Committee met with the Chairman of the Standing Committee, the Chief Executive Officer of the Fund and the representative of the Secretary-General for the investments of the Fund. The Advisory Committee also met with the Under-Secretary-General for Internal Oversight Services on questions related to the Fund's internal audit arrangements.

2. The report of the Standing Committee of the United Nations Joint Staff Pension Board is submitted pursuant to the decisions of the General Assembly contained in its resolution 46/220 of 20 December 1991. The report includes the revised estimates and performance report for the biennium 2002–2003, the proposed budget estimates for the biennium 2004–2005 and a request for authorization to supplement voluntary contributions to the Emergency Fund for the biennium 2004–2005 by an amount not exceeding $US 200,000.

3. **The Advisory Committee notes the improvement in presentation of the budget document, compared with the previous budget submission. Nevertheless, the Advisory Committee trusts that efforts will be made to further streamline and improve the report. For example, information in section III entitled "Summary of resource requirements for the biennium 2004–2005", and section IV entitled "Budget estimates for the biennium 2004–2005", should be streamlined and combined into a single section of the budget document. Table 2 in section IV of the budget submission should be replaced with the current table 23 (ibid., sect. V), which should contain the grand total for the table. The current table 3 should also contain the grand total. Tables 24, 25 and 26 (ibid.) duplicate, to a large degree, information contained in table 3 and could therefore be dispensed with. Instead, the proposed staffing structure for each unit should be reflected in the organizational chart of the Fund secretariat and the Investment Management Service. The budget document should also differentiate more clearly between requests for temporary posts and requests for general temporary assistance.** For example, table 8 of the budget document (ibid., sect. IV) shows an increase of one post (from 44 to 45), while the justification for the increase in paragraph 57 is given for 24 additional work months of general temporary assistance.

II. Revised budget estimates and performance report for the biennium 2002–2003

4. The Standing Committee approved the submission to the General Assembly of the revised estimates for expenses chargeable to the Fund for the biennium 2002–2003 amounting to $80,278,200, representing a net reduction of $5,114,500, as compared with the appropriations of $85,392,700 (ibid., para. 9). However, the possible reduction in the revised budget estimates for the biennium 2002–2003 might be partially offset by expenditures for furniture and fittings in connection with the relocation of the Fund secretariat, including the Investment Management Service, to premises outside the United Nations Secretariat building (ibid., annex I.A, para. 1), if those expenditures are incurred in 2003. The Advisory Committee was informed, upon

enquiry, that the total costs of the relocation are being determined with the assistance of the United Nations Facilities Management Division of the Office of Central Support Services of the Secretariat and that the preliminary estimate for furniture and fittings is $3.5 million (see also paras. 9 and 21 and 22 below).

5. The Advisory Committee notes that the reported reduction of $5,114,500 includes, under administrative costs, an amount of $2,964,900, which will be carried over to the biennium 2004–2005 to continue funding those re-engineering projects that have been postponed owing to lack of office space. The Advisory Committee requested information on the expectations and benefits related to the re-engineering projects and the breakdown of the carry-over amount of $2,964,900. The requested information is contained in annex I to the present report. The Advisory Committee also sought clarification regarding two projects (knowledge management system and ethernet migration), the funding for which is included in the carry-over amount, although they are scheduled for completion in December 2003. The secretariat provided the following clarification:

> "The United Nations Joint Staff Pension Fund expects to use the remaining funding for these projects to conduct a post-implementation review in accordance with the Fund's systems development methodology, phase seven, which has been employed in each re-engineering project. The post-implementation review phase of the project requires that the full project team remain in place, albeit part time, to monitor the system for a period of up to three months after deployment. At the conclusion of this phase, the maintenance team will assume full responsibility for the remaining life of the system."

6. As indicated in the report of the Standing Committee (ibid., table 1 and para. 9), savings in the amount of $2,149,600, realized under investment costs, relate to contractual services. The Advisory Committee was informed, upon enquiry, that the savings resulted mainly from lower fees for small capitalization account managers, which were negotiated under new contracts effective 1 January 2002. When estimates for the biennium 2002–2003 were submitted for approval, negotiations on new fees had not yet been finalized. Part of the savings also resulted from a decline in the market value of the Fund. Fees paid to discretionary managers are based on basis points of the market value of the portion of the Fund that they manage.

III. Proposed budget for the biennium 2004–2005

7. The proposed budget of the Fund for the biennium 2004–2005 amounts to $91,214,700 (before recosting), comprising administrative costs of $47,147,900, investment costs of $42,407,000 and audit costs of $1,659,800. The proposed budget includes the Pension Fund share of $78,007,000 and the United Nations share of $13,207,700 (ibid., table 2). In addition, extrabudgetary resources of $623,100 are projected for the Fund for the biennium 2004–2005.

8. The estimate of $47,147,900 (before recosting) for administrative costs for the biennium 2004–2005 represents resource growth of $6,328,500, including 3 per cent of real growth, as compared to the appropriation of $40,819,400 for the biennium 2002–2003 (ibid., table 2). The resource growth in the proposed administrative expenditures relates, for the most part, to costs associated with the relocation of the Fund to new premises ($3,512,300), new posts and reclassifications ($1,499,300) and to bank charges ($1,430,000) that were previously reflected under investment costs.

9. With regard to the increase of $3,512,300 for relocation, the Advisory Committee notes from the budget document (ibid., annex I.B, para. 7 (*a*)) that the Standing Committee believed that this amount would be sufficient for the move to new premises and the provision of adequate space for existing staff, with ample leeway for further expansion. The Advisory Committee was provided, upon request, with a detailed breakdown of the $3.5 million increase attributable to relocation costs, which is contained in annex II to the present report (see also paras. 21 and 22 below).

10. A total of 170 posts (160 established posts, 9 temporary posts and 1 extrabudgetary post) are projected for the Fund's administrative and investment operations for the biennium 2004–2005 (ibid., table 3). A summary of post requests is also contained in the budget document (ibid.). All changes to the staffing requirements relate to the Fund's administrative operations. The secretariat has clarified, upon enquiry, that its request for an additional 24 work months of general temporary assistance (ibid., para. 57) represents in fact a request for 1 new temporary General Service (Other level) post, reflected in tables 3, 8 and 24 of the budget document (see also para. 3 above).

11. Two reclassifications are proposed for the Office of the Chief Executive Officer (CEO): the post of Deputy CEO from D-1 to D-2; and the post of Special Assistant to the CEO from P-4 to the P-5 level. Information relevant to the proposed reclassifications is contained in the budget document (ibid., paras. 25 and 26). **The Advisory Committee recommends acceptance of the proposed reclassifications.**

12. One new General Service (Other level) post is requested in the Office of Chief of Operations for a word-processing specialist responsible for updating and formatting all Pension Fund forms and training documents. Information in support of the new post is contained in paragraph 33 of the budget document. **The Advisory Committee recommends the establishment of an additional General Service (Other level) post in the Office of Chief of Operations.**

13. Under the Participation, Entitlements and Client Services Section, a proposal is made for reclassification of a G-6 post to the G-7 level and for an additional temporary General Service (Other level) post. Information relevant to this proposal is contained in the budget document (ibid., paras. 56 and 57). **The Advisory Committee recommends approval of the proposed reclassification and establishment of an additional temporary General Service (Other level) post in the Participation, Entitlements and Client Services Section.**

14. Three additional General Service (Other level) posts (two regular budget and one extrabudgetary) are requested for the Financial Services Section as follows: (*a*) two posts (one regular budget and one extrabudgetary) are requested for the Payments Unit; and (*b*) one post is requested for the Cashier Unit. Information in support of the requested posts is contained in the budget document (ibid., paras. 91 and 102, respectively).

15. The Advisory Committee notes that with the addition of one regular budget General Service (Other level) post to the Payments Unit, the Fund will be able to clear the backlog of cases related to overpayment and recovery. **The Advisory Committee recommends the establishment of an additional regular budget General Service (Other level) post for the Payments Unit.**

16. The new extrabudgetary General Service (Other level) post in the Payments Unit would deal with the processing of after-service health insurance deductions. The Advisory Committee notes that the number of subscribers to after-service health insurance has increased from just over 2,000 in 1989 to more than 20,000 as at December 2002. **The Advisory Committee has no objection to the establishment of an additional extrabudgetary General Service (Other level) post in the Payments Unit.** The secretariat clarified, upon enquiry, that the cost of this extrabudgetary post is included in the extrabudgetary estimates of $623,100 and not in the administrative costs as indicated in the budget document (ibid., para. 20).

17. With regard to the additional General Service (Other level) post for the Cashier Unit, the Advisory Committee notes from the budget document (ibid., para. 102) that the request is made in view of the increased number of beneficiaries, from 15,000 in 1980 to about 51,000 in 2002, with payments being issued to more than 190 countries. **The Advisory Committee is of the view that the reference by the secretariat to the 1980 statistics benchmark does not appear to be appropriate, since the need for additional posts should be, in principle, justified in terms of recent or anticipated programmatic and workload changes.** The Advisory Committee notes from the budget document (ibid., annex VI) that the number of beneficiaries

increased from 48,069 in 2000 to 49,416 in 2001, or by 2.8 per cent, and from 49,416 in 2001 to 51,028 in 2002, that is by 3.3 per cent. **The Advisory Committee does not consider this increase a sufficient justification for an additional post. Moreover, while it recognizes that the evolving nature of the banking industry worldwide and the development of worldwide payment systems have made the work of the Cashier Unit more complex, it is of the view that recent technological innovations have simplified many of the banking processes that once required complex transactions and interactions. Taking into account the above, the Advisory Committee does not recommend the establishment of an additional post in the Cashier Unit.**

18. A proposal is made, under the Information Management Systems Section, for the reclassification of a P-5 post of the Chief Information Officer to the D-1 level and the conversion of two temporary P-3 posts into established posts. Information in support of the proposal is contained in the budget document (ibid., paras. 154–156). **The Advisory Committee recommends approval of the requested reclassification and conversions.**

19. For the Geneva office, a proposal is made for the reclassification of the post of Chief of the Participation, Entitlements and Contributions Section from P-4 to P-5 and for the establishment of two additional posts (one P-4 for the Participation, Entitlements and Contributions Section and one P-3 for the Finance and Information Systems Section). Information in support of the proposal is contained in the budget document (ibid., paras. 124 and 139). According to the secretariat, the Participation, Entitlements and Contributions Section processed all benefits in less than 15 days after receipt of separation documents; in the four years from 1999 to 2002, this was done in six, nine, eight and nine calendar days, respectively. **The Advisory Committee welcomes this information and recommends approval of the requested reclassification. With regard to the new P-4 post, the Advisory Committee is of the view that the justification for the post appears to be somewhat generic and that it is not evident from the budget document what impact, if any, the addition of the post could have on the work of the Section. The Advisory Committee does not, therefore, recommend the establishment of an additional P-4 post for the Participation, Entitlements and Contributions Section.**

20. With regard to the proposed establishment of a P-3 post for the Finance and Information Systems Section, the Advisory Committee notes from the budget document (ibid., para. 139) that the post would enable the Section to handle the increased workload (2,900 cases of benefit processing in 2002, compared with 1,183 cases in 1999, a 145.1 per cent increase) and that the incumbent of the post would assume also other functional responsibilities, including those which would contribute to eliminating financial risks. **The Advisory Committee recommends approval of the proposed establishment of an additional P-3 post for the Finance and Information Systems Section.**

21. Information on the rental of new premises for the Fund secretariat and the Investment Management Service is contained in the budget document (ibid., para. 19 and annex I.C). As explained in the report, the Fund had considered moving to premises in a new 25-story building, purchased early in 2003 by the Investment Management Service as an investment, but a decision was subsequently taken not to move to the building. The Advisory Committee notes that some members of the Standing Committee expressed strong concern about the time taken to reach that decision because "it had resulted in significant financial losses for the Pension Fund and delays in programme implementation". The Advisory Committee sought clarification with regard to the financial losses and delays in programme implementation and was informed as follows:

> "It is to be noted that paragraph 13 of annex I refers to the observations by some members of the Standing Committee that the United Nations Joint Staff Pension Fund had incurred financial losses, with a loss of rent as regards its investment return, since several floors in the building purchased by the Fund as an investment had remained vacant for a significant period, awaiting occupancy by the Fund. Additionally, work had been undertaken by consultants on the architectural and engineering design of the space, and

senior managers of the Fund had spent considerable amounts of time and effort working on the assessment of requirements and the subsequent expected relocation. These delays affected the implementation of the re-engineering projects and involved additional time in developing contingency plans."

22. In this regard the Advisory Committee recalls that in its report,[1] it requested, inter alia, that it be apprised in the first instance when a firm determination is made that additional space would have to be acquired. **The Advisory Committee is of the view that financial losses and delays in programme implementation referred to in the above paragraph could have been considerably, if not entirely, avoided had it been informed as requested.** Annex II to the present report contains additional information on the rental of premises for the 2002–2003 and 2004–2005 bienniums submitted by the Fund secretariat, upon request.

23. Travel requirements for the biennium 2004–2005 amount to $371,600 (before recosting) under administrative costs, reflecting an increase of $84,700, that is, 29.7 per cent compared with the approved appropriations for travel in the biennium 2002–2003 of $286,900 (see A/58/214 and Corr.1, table 23). The Advisory Committee observes that much of the increase falls under the Office of the Chief Executive Officer ($54,700) and the Geneva office ($25,000). The Advisory Committee notes from the budget document (ibid., paras. 28 and 107) that the increase in travel requirements relates mainly to more frequent visits to various duty stations for pension seminars, local training and workshops. **The Advisory Committee recalls that it had expressed reservations and criticism with regard to the travel requirements of the Fund for the biennium 2002–2003, which reflected an increase of 24.5 per cent. The Advisory Committee regrets that travel requirements of the Fund still show a very significant rate of growth for the coming biennium (29.7 per cent) and reiterates its observation that it "is not convinced that the increase in the provisions for travel is fully warranted and believes some economies may be possible."[2] The Advisory Committee trusts that further technological developments, such as the highly functional and up-to-date web site of the Fund, automation and computerization of manual work-types, IMIS interface and videoconferencing, contribute to reducing the travel expenditures of the Fund secretariat.**

24. As indicated in the budget document (A/58/214 and Corr.1, table 23), audit costs (both internal and external) of the administrative and investment operations of the Fund are estimated at $1,659,800 (before recosting) for the biennium 2004–2005, reflecting resource growth of $491,600, or 38.6 per cent compared with the appropriation of $1,168,200 for the biennium 2002–2003. The total estimated audit cost of $1,659,800 comprises the cost of external audit ($483,600) and internal audit ($1,176,200). As indicated in the budget document (ibid., para. 197), about half of the audit costs (both internal and external) relate to administrative operations and half to investment activities; furthermore, one third of the audit costs of the Fund's administrative operations is borne by the United Nations under the cost-sharing arrangement. The increase of $58,300 under external audit relates to the estimated cost of a special audit recommended by the Advisory Committee in its 2002 report on the United Nations pension system[3] (see also paras. 26 and 27 below).

25. As regards internal audit costs, the Advisory Committee notes from the budget document (A/58/214 and Corr.1, para. 200) that the Internal Audit Division of the Office of Internal Oversight Services (OIOS) had requested funding for two additional P-4 posts and $425,000, at 2003 rates, for additional expenses, including consultancy fees, travel and equipment, in order to be in a position to implement the comprehensive work plan. However, the Standing Committee decided that, "as from the 2004–2005 biennium, a small internal audit unit should be established within the Fund secretariat, with consultants being retained when specialized expertise was needed in any particular area. For that purpose, the budget proposals for 2004–2005 would include resources totalling $1,242,400, to cover, under general temporary assistance, two Professional posts and one General Service post, as well as sufficient funds to retain specialized experts as necessary" (ibid., annex II.C, para. 10). The Advisory Committee exchanged views with representatives of the Secretary-General and the Chief Executive Officer and obtained additional information from the Under-Secretary-General for Internal Oversight

Services. In the following paragraphs, the Advisory Committee has taken into account the additional information it received orally and in writing regarding internal audit services for the Fund.

26. The Advisory Committee recalls that the Board of Auditors reviewed the work performed by the Office of Internal Oversight Services in 1999, 2000 and 2001 and was "pleased to acknowledge the valuable work done by the Office of Internal Oversight Services in providing sound internal audit services to the Fund and to the Investment Management Service".[4] Furthermore, the Advisory Committee recalls that it had commented extensively on the internal audit of the Fund in its 2002 report on the United Nations pension system.[5] In particular, the following observations and recommendations of the Committee directly relate to the matter:

> **"The Advisory Committee points out that, during its review of the matter, it was not provided with any compelling argument in support of a decision to discontinue the internal audit services of the Office of Internal Oversight Services. The Advisory Committee cautions against a hasty decision on this matter. Before the current arrangement is modified, the cost-effectiveness of such a change needs to be analysed thoroughly. The Advisory Committee recommends that the Board of Auditors carry out an assessment of the capacity and professional expertise required by the Office of Internal Oversight Services to provide internal audit services to the administrative and investment activities of the Pension Fund, in accordance with commonly accepted industry standards for the audit of pension funds and report in the context of the next audit for the biennium 2002–2003. The Board of Auditors may wish to have recourse to outside expertise for this assessment. In this connection, the Advisory Committee recalls its comments and recommendations in paragraph 13 of its report A/57/439."[6]**

27. The Advisory Committee points out that the Board of Auditors has not yet carried out the requested assessment of the capacity and professional expertise required by OIOS to provide internal audit services to the administrative and investment activities of the Pension Fund, in accordance with commonly accepted industry standards for the audit of pension funds, for the biennium 2002–2003. **The Advisory Committee reiterates its view that no changes should be made either to the existing internal audit arrangements of the Fund, or to the role and mandate of OIOS, pending the assessment of the Board of Auditors.**

28. **The Advisory Committee recommends that, taking into account its comments and recommendations in the paragraphs above, the revised estimates for the biennium 2002–2003 be approved in the amount of $80,278,200 (subject to what is stated in paragraph 4 above) and that the proposed budget for the biennium 2004–2005 for the expenses of the Fund be approved in the amount of $94,685,200. The latter amount represents a reduction of $394,100, which reflects the reduction of one P-4 post (see para. 19 above) and one General Service (Other level) post (see para. 17 above). Furthermore, the Advisory Committee has no objection to the proposal by the Standing Committee to supplement the voluntary contributions to the Emergency Fund by an amount not exceeding $200,000 for the biennium 2004–2005 (see A/58/214 and Corr.1, paras. 201–203).**

Notes

[1] *Official Records of the General Assembly, Fifty-sixth Session, Supplement No. 7A* (A/56/7/Add.1–11), document A/56/7/Add.1, para. 27.

[2] Ibid., para. 28.

[3] A/57/490.

[4] See *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 9* (A/57/9), annex XII, para. 104.

[5] A/57/490, paras. 24–26.

[6] Ibid., para. 26.

Annex I

Note for the Advisory Committee on Administrative and Budgetary Questions regarding expectations of the United Nations Joint Staff Pension Fund regarding re-engineering projects

1. As a result of the discussions held with the Advisory Committee on Administrative and Budgetary Questions on 22 October 2003, the United Nations Joint Staff Pension Fund has been requested to provide a summary of its expectations regarding re-engineering projects. The re-engineering projects of the Fund can be classified into three categories: infrastructure, productivity and information dissemination. Projects in each category add value to the operation in different ways.

2. **Infrastructure projects** are normally completed before implementation of productivity-based projects, but some overlap is possible. It is important to maintain an acceptable risk-free level of service while creating the foundation for productivity enhancing applications. The Fund is actively working to complete the following infrastructure projects.

3. **Information security system**: The Fund will establish an enterprise-wide security policy on its physical infrastructure, which will be centrally administered across multiple systems. Features such as data encryption and authorization will be supported to ensure the confidentiality and integrity of information, as well as to enhance the Fund's security environment to accommodate the exchange of information over the Internet, since the risk of intrusion is magnified once web applications are made available to all participants and beneficiaries.

4. This is an infrastructure enhancement project and does not provide productivity or quality of service returns. The benefits are considered as risk avoidance.

5. **Ethernet migration**: The Fund's existing network topology (Token Ring) will soon be phased out as a supported product by the manufacturer. Although this technology has served the Fund well for over 10 years, we must migrate to Ethernet, which is now the accepted industry standard. Since this conversion will require the purchase of new hardware and software, it will be necessary to reconfigure each device connected to the Fund's substantial network.

6. This is also an infrastructure enhancement project and will not provide productivity or quality of service returns. The benefit of this project should be classified as risk avoidance.

7. **Workflow system upgrade**: The Fund's current workflow system must be upgraded to a newer version, involving significant changes to the underlying application code. These programmes were previously customized to meet the needs of the Fund's complex business process. The new version will contain enhanced features, which will be integrated with the data warehouse system and web applications.

8. The Fund has been informed by the manufacturer of the workflow software product currently in use that all customers must upgrade to the new version of the product or risk loss of support from the vendor. The Fund relies on the workflow system to trace pension cases and store documents electronically. Disruption of service would carry serious consequences for productivity, quality and timeliness of service.

9. This is an infrastructure enhancement project, but it will also provide productivity and quality of service returns over the longer term, once the system is integrated with the data warehouse and web-enabling applications. The benefits over the short term should be classified as risk avoidance.

10. **Knowledge management system**: The knowledge management system will provide a facility to identify and consolidate all relevant policy, procedural and operational material into a database and make it readily available to the staff of the Fund and its member organizations. The system will offer collaboration functionality and permit the capture, assignment, retention

and display of objects (e-mail, voicemail, groupware and video). Advance features, including bulletin boards, frequently asked questions, integrated workflow, online document editing (text and graphics), hyperlinks to other sources, intelligent search engines and the integration of other databases, will be present in the underlying system infrastructure.

11. The Fund's operations have become more complex in recent years, owing in large part to frequent changes in procedures and rules, often based on decisions reached in the Pension Board and its Standing Committee and the General Assembly. The risk of error in benefit calculation and payment processing increases when these changes become effective. A central repository containing historical material would help to ensure that staff have a comprehensive understanding of processing practices.

12. This is an infrastructure enhancement project, but it will also provide productivity and quality of service improvements over the longer term. The immediate benefit, however, should be classified as risk avoidance.

13. **Storage area network**: As a consequence of the continuing increase in the volume of data collected from member organizations, participants and beneficiaries, it is recommended that a central repository for data storage be created. Storage area network technology provides a platform for storing large amounts of information, which is centrally managed and accessible over high-speed networks. As a result, the Fund will have greater control over data access and distribution, enhancing security and further protecting the confidentiality of sensitive information. The proposed data warehouse would physically reside in the storage area network and would benefit from improvements in access timeliness. Data backup and recovery activities, which can be automatically invoked, will also be streamlined.

14. Integrated data storage on a central repository will improve access to data and decrease the risk of data loss. Centralized control of data import and distribution will improve security and protect the privacy of sensitive information.

15. This is an infrastructure enhancement project and does not immediately provide productivity or quality of service returns. The benefits are classified as risk avoidance.

16. **Productivity enhancing** projects provide opportunities to reduce or avoid future costs and improve the quality of service to participants, beneficiaries and member organizations. They provide the automation necessary to have a material effect on the Fund's key business processes. The Fund's primary productivity enhancing re-engineering project is the data collection system described below.

17. **Data collection system**: The volume of paper-based transaction information has increased significantly over the past several years. Automated linkages to the member organizations will significantly reduce the manual processing effort and will, in turn, provide performance, productivity and quality-of-service improvements. Failure to implement this project may result in backlogs and possibly require additional staff resources.

18. The data collection system is a series of programmes that permit the sharing of data between member organizations and the Fund. Each subsystem is customized to accommodate the computing environment of the particular member organization, taking into consideration its unique business rules.

19. Those United Nations organizations and specialized agencies that share common personnel and finance systems will also share a common Pension Fund application system template, which can be modified as necessary. Representatives from the Information Management Systems Section will work with the information technology staff from the member organizations to design, develop, test and maintain the applications once the project begins. This is a labour-intensive effort, which requires consulting resources to develop the necessary integrated systems (for example, the United Nations Integrated Management Information System interface).

20. As a result of the Fund's process re-engineering and technical assessment studies, opportunities for productivity and quality of service improvements were identified. As noted in the report of the Standing Committee of the Fund (A/58/214 and Corr.1, para. 13):

> "The Fund will need to have additional resources in place in order to deal with the increased activities associated with the overall growth in the number of participants and beneficiaries. The requirements for new posts (biennium 2004–2005), which are needed to deal with such growth in workloads, have been kept at a minimum level, through major changes in administrative processes and expected increasing reliance on information technology. This is the case with the Participation, Entitlements and Client Services Section in New York (formerly the Pension Entitlements Section), by far the largest section of the Fund, where recent process improvements have yielded productivity gains and where further gains are expected once computerization of manual work-types and the Integrated Management Information System (IMIS) interface, all part of the information technology re-engineering project, are fully operational. As a consequence, no new established posts are requested by the Fund for this Section for the next biennium, although, in view of the increasing volume of work over the past two years and the need to specify and test the system improvements, 72 work-months of general temporary assistance is requested."

After implementation of the data collection system, the Fund intends to monitor progress against productivity improvement estimates and modify expectations accordingly.

21. **Information dissemination** projects provide the means to share important data with participants, beneficiaries, member organizations and Pension Board members. The Web is the most popular vehicle to quickly and accurately transport information. Improvements in participant and beneficiary service will be readily noticeable. Long-term cost avoidance is also possible, based on a reduced volume of incoming and outgoing written correspondence. The benefits associated with these projects are, however, primarily oriented towards quality of service. Many participants and beneficiaries expect the Fund to provide this service over the coming years. The Fund has determined that the following re-engineering projects are central to information dissemination.

22. **Web-enabled applications**: It is envisioned that access to information over the Web will be very popular among participants and beneficiaries and will continue to grow in popularity in the coming years. The Web applications to be provided include benefit estimates of future entitlements, separation case tracking, cost-of-living notification, tax statement reporting and annual statement retrieval. The standard features currently provided via the Fund's Web page and Intranet system will also be integrated into this comprehensive Web-based system.

23. Improvements in participant and beneficiary service will be readily noticeable. Long-term cost avoidance is also possible, based on reduced volume of incoming and outgoing written correspondence.

24. **Data warehouse system**: The data warehouse system will provide a secure centrally administered data repository for all information imported from the data collection system. It will also provide sophisticated data transformation and reporting capabilities in a multi-system database environment. The Fund will accept and retain historical data from the member organizations and will be better positioned to proactively verify eligibility criteria for new entries, validations and restorations. The analytical features of the data warehouse system will improve the accuracy of future entitlement estimates and provide the Web-enabled applications with related status data for viewing by member organizations, participants and beneficiaries.

25. In order to develop the foundation for data exchange and reporting between the Fund and the member organizations, the data collection system must be provided with a data repository. The data warehouse provides this facility as an efficient means to manage and review the imported data.

26. Long-term cost avoidance may be possible along with quality-of-service improvements. Progress will be monitored and compared to expectations in the biennium 2004–2005.

Appendix

Additional information requested by the Advisory Committee on Administrative and Budgetary Questions regarding re-engineering expenditures of the United Nations Joint Staff Pension Fund

Project	*Approved funding 2002–2003*	*Funding to be carried over to completion*	*Completion date*
	(United States dollars)		
Infrastructure enhancement projects			
Knowledge management system	1 023 273	26 815	December 2003
Information security	1 215 948	348 762	June 2004
Ethernet migration	458 944	34 511	December 2003
Workflow and processing	864 000		March 2004
Storage area network	1 173 683	1 173 683	March 2004
Future direction projects			
Data collection system	1 141 826	97 672	December 2005
Data warehousing	924 417	692 670	June 2005
Web application enablement	929 246	590 750	December 2004
Total	**7 731 337**	**2 964 863**	
Object of expenditure			
Contractual services		1 714 900	
Equipment		1 250 000	
Total		**2 964 900**	

Annex II

Rental of premises for the United Nations Joint Staff Pension Fund for the bienniums 2002–2003 and 2004–2005

Proposed relocation to external premises

Background

1. At its 184th meeting in July 2001, the Standing Committee supported the proposals of the Chief Executive Officer/Secretary regarding the rental of premises, alterations and improvements to the computer room and new office space for the United Nations Joint Staff Pension Fund. The Standing Committee further recommended that the CEO/Secretary look into the possibility of acquiring premises for the Fund secretariat and the Investment Management Service (IMS) outside the United Nations and report back to the United Nations Joint Staff Pension Board (UNJSPB) at its next session in July 2002.[a]

2. It should also be noted that, during 2001, the United Nations had urged the Fund to "relocate to other premises by the end of 2002" because of its own need to provide office space for United Nations programmes and activities. Furthermore, in light of the proposed United Nations capital master plan, there is increased pressure for the Fund, including its computer room, to relocate elsewhere.

3. Accordingly, during the third quarter of 2001, the Fund worked with concerned officers of the United Nations on short-term solutions to accommodate its immediate space requirements related to the re-engineering projects. At the same time the CEO/Secretary initiated a search for permanent premises to house the New York offices of the Pension Fund, including IMS. Consultations were held with relevant United Nations officials, including the representative of the Secretary-General for the investments of the Fund. In the fall of 2001, a suitable property was identified in the vicinity of United Nations Headquarters. Negotiations to acquire the building failed, however, because the owners ultimately decided to sell individual floors of office space under a condominium offering plan.

4. In July 2002, the CEO/Secretary informed UNJSPB that a search for permanent premises for the Pension Fund and IMS had been initiated in conformity with a recommendation made by the Standing Committee in July 2001. The Board expressed its support for the efforts of the CEO/Secretary to continue to search for permanent premises for the Fund in New York and requested that a report thereon be submitted to the Standing Committee in 2003.

5. An investment decision was made by the representative of the Secretary-General in late 2002 to acquire a building, located at 222 East 41st Street, near Headquarters. The Fund considered occupying some floors in that building as from July 2003, but the appropriate approval of the United Nations was not obtained.

1 Dag Hammarskjöld Plaza building

6. In August 2003, the Fund explored several alternatives for the relocation of its offices to more appropriate accommodations outside the United Nations Secretariat building. With the assistance of the Facilities Management Division of the Office of Central Support Services of the Secretariat, the Fund identified office space that would meet its long-term requirements: as is customary with building leases, capital costs of approximately $2 million related to the construction or refurbishment of offices would be included in the lease agreement and amortized over the lease term. Furthermore, approximately $3.8 million is expected to cover the costs of construction of offices and the acquisition of related furniture and furnishings. Projected occupancy by the Fund would be early in 2004. Over the available 11-year lease period, the Fund would pay approximately $37 million for the occupied space, and would also incur other annual recurrent costs payable to the United Nations, such as security and messenger services, communications and other related infrastructure costs yet to be determined.

The United Nations contribution to the cost of the new premises has not yet been defined, although, the Fund has received assurances that the United Nations will adhere to the terms of its existing cost-sharing agreement with the Fund. The cost of space occupied by IMS in the new premises would continue to be charged in full against investment income.

7. In net terms, the Fund currently reimburses the United Nations for the full annual cost of the space occupied by IMS in New York and for two thirds of the cost of the space occupied by the Fund secretariat in New York and Geneva. The annual rental rates charged by the United Nations were at local commercial rates: for the biennium 2002–2003 the rents amounted to $1,482,900 for the Fund secretariat in New York; $186,100 for the Geneva office; and $850,900 for IMS. Rates are expected to rise for the biennium 2004–2005.

8. If no unforeseen costs are incurred during 2003, there is no requirement for revisions to be made in the approved budget for the biennium 2002–2003. However, the costs of furniture, fixtures and other construction costs (see para. 6 above) would have to be borne from 2002–2003 resources, as no provision has been made for such costs in the budget proposals for the biennium 2004–2005.

9. As regards future costs, the provision for the biennium 2004–2005 would cover 24 months of rent of outside premises (while the provision for 2004–2005 was based on the anticipated rental costs at 222 East 41st Street, it would be sufficient for the rental of other suitable premises). A breakdown of the resource growth ($3,512,300) reflected under administrative costs in the report of the Standing Committee (A/58/214 and Corr.1, para. 20, and table 2) is as follows:

	(Thousands of United States dollars)
Rent	
Pension Fund central secretariat share	6 069.7
Uganda House	399.1
6th floor, United Nations Secretariat	37.7
Geneva Office	282.6
Total rent	**6 789.1**
Operating costs	
Pension Fund central secretariat share	513.4
Total requirements for 2004–2005	7 302.5
2002–2003 provision	(3 428.1)
Net increase required	3 874.4
Standing Committee adjustment	(362.1)
Net increase recommended by the Standing Committee	**3 512.3**

It should be noted that (*a*) these estimates assume that the Fund's computer room would remain on the 6th floor of the United Nations Secretariat for three months while the existing computer room at the new premises is being refurbished; (*b*) for the Geneva office, a small increase ($2,300) is expected over the provision for the biennium 2002–2003; and (*c*) operating costs projected for 222 East 41st Street include electricity, air conditioning, rubbish removal and the use of the freight elevator.

Notes

[a] A/56/289, annex IV, para.s 26 (*h*) and 27.

Document A/58/7/Add.10

Eleventh report

United Nations Institute for Training and Research

[Original: English]
[17 November 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on the United Nations Institute for Training and Research (UNITAR) (A/58/544). During its consideration of the report, the Advisory Committee met with representatives of the Secretary-General, who provided additional information.

2. The report was submitted pursuant to General Assembly resolution 57/292 of 20 December 2002, in section V of which the Assembly requested the Secretary-General to report to it at its fifty-eighth session on the financial viability of the Institute, including the status of all voluntary contributions and the payment of the accumulated debt of the Institute, as well as on provisions offered to other comparable organizations, and to address, in the context of the programme budget for the biennium 2004–2005, specific proposals and options on how best to address the issue of its past and future maintenance and rental costs, drawing on the provisions made for other organizations associated with the United Nations.

3. The Advisory Committee notes from the report that, since 1993, UNITAR has been able to carry out and expand its activities with no deficit, utilizing voluntary contributions and special purpose grants (ibid., para. 15).

4. The Advisory Committee also notes from the report that while both expenditures of and contributions to the UNITAR General Fund have been declining, expenditures under the Special Purpose Grants Fund and the related programme support costs have increased (ibid., paras. 17 and 18).

5. Upon enquiry, the Advisory Committee was informed that interest on the Special Purpose Grants Fund for the period from 1993 to 2003 amounted to approximately $US 1.8 million (see annex to the present report) and that this amount had been credited to the programme fund in accordance with current UNITAR procedures regulating the establishment and management of special purpose grants.

6. The total annual requirements for office space rental in New York and Geneva amount to $130,412. With the addition of messenger, security, shuttle and cleaning services provided by the United Nations Office at Geneva (amounting to $35,218 annually), annual requirements for UNITAR would amount to $165,630. Current unpaid bills owed to the United Nations as at 31 December 2002 amount to $321,185 (ibid., paras. 25 and 26).

7. As indicated in the report, the United Nations Institute for Disarmament Research (UNIDIR) and the United Nations Research Institute for Social Development (UNRISD) enjoyed benefits from reduced rental rates and maintenance costs (ibid., para. 28).

8. With regard to UNIDIR, pursuant to General Assembly resolution 39/148 H of 17 December 1984, the Institute receives a subvention from the regular budget of the United Nations towards meeting the costs of the Director and the staff of the Institute. UNIDIR is charged a rate of 5 per cent by the United Nations for administrative and programme support costs to reimburse the United Nations for the financial and personnel services provided to the Institute by the United Nations Office at Geneva (ibid., para. 29).

9. In connection with UNRISD, the Advisory Committee notes that the Institute is accommodated free of charge and that it pays for programme support at the reduced rate of 7 per cent of its total budget expenditures (ibid., para. 30).

10. The Advisory Committee notes from the report that the Secretariat is not in a position to propose a waiver of the rental rates and maintenance costs charged to UNITAR without the express decision of the General Assembly (ibid., para. 31).

11. In the conclusions to the report, it is proposed that, in order to compensate the Institute for the General Fund expenditures relating to the provision, free of charge, of the training of diplomatic personnel of the missions to the United Nations in multilateral diplomacy and international affairs management, UNITAR be provided with an annual subvention in the amount not exceeding its annual rental and maintenance, cleaning, messenger, security and shuttle services costs ($165,630 in 2002) and that the request for the subvention should be subject to the review by the Advisory Committee in the context of its usual consideration of the UNITAR budget (ibid., paras. 36 and 37).

12. The recommendations of the Secretary-General are contained in paragraphs 40 and 41 of the report. In connection with the recommendation in paragraph 40 (*a*), **it is the view of the Advisory Committee that providing UNITAR with an annual subvention is a policy matter to be decided by the General Assembly. Should the Assembly decide that the Institute should be provided with a subvention in the amount proposed by the Secretary-General, an additional provision of $331,300 would be required over and above the resources proposed under section 29, Management and central support services, of the proposed programme budget for the biennium 2004–2005. This provision would represent a charge against the contingency fund.**

13. With regard to recommendation in paragraph 40 (*b*), the Advisory Committee believes that the proposed period of five years is too long within which to repay the loan owed to the United Nations. **Accordingly, the Advisory Committee recommends that the Executive Director of UNITAR make every effort to repay the amount of $321,185 owed to the United Nations as soon as possible, including exploring the possibility of releasing part of the accrued interest on special purpose grants so that it can be applied towards loan repayment.**

Annex

Financial history of the Special Purpose Grants Fund for the period from 1993 to 2003[a]

Year	*Contributions*	*Other income*	*Total (2+3)*	*Interest*	*Annual interest rate (Percentage)*
1	*2*	*3*	*4*	*5*	*6*
		United States dollars			
					(5x100/4)
1993	2 596 965	50 573	2 647 538	96 129	3.6
1994	2 994 090	13 054	3 007 144	106 616	3.5
1995	3 035 996	66 378	3 102 374	155 179	5.0
1996	4 429 998	21 382	4 451 380	164 477	3.7
1997	3 822 154	18 879	3 841 033	209 172	5.4
1998	3 945 405	14 749	3 960 154	189 770	4.8
1999	2 845 874	23 549	2 869 423	202 146	7.0
2000	4 924 648	93 703	5 018 351	226 990	4.5
2001	5 771 957	43 946	5 815 903	212 892	3.7
2002	6 171 333	21 703	6 193 036	204 912	3.3
Total	**40 538 420**	**367 916**	**40 906 336**	**1 768 283**	**4.3**

[a] Information presented in the table has been compiled from financial statements.

Document A/58/7/Add.11

Twelfth report

Revised estimates: effect of changes in rates of exchange and inflation

[Original: English]
[18 November 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General containing the revised estimates resulting from the effect of changes in rates of exchange and inflation (A/58/528). During its consideration of the report, the Advisory Committee met with representatives of the Secretary-General, who provided additional information.

2. The impact of the proposed recosting on the proposed programme budget for the biennium 2004–2005 is an increase of $US 150,460,600 under the expenditure sections, from $3,017,155,300 (if the recommendations of the Advisory Committee were to be applied) to $3,167,615,900, and a net increase of $15,863,900 under the income sections, from $403,517,400 (if the recommendations of the Advisory Committee were to be applied) to $419,381,300. The revised requirements under the expenditure sections of $3,167,615,900 reflect the combined effect of reductions of $41,048,200, due to adjustments to the initial proposed programme budget recommended by the Advisory Committee, and additional requirements resulting from revised exchange rate assumptions ($119,631,900), revised inflation assumptions ($18,992,200) and adjustment of salary standards ($11,836,500).

3. The Advisory Committee points out that the adjustments to the proposed programme budget for the biennium 2004–2005 resulting from its recommendations have yet to be acted upon by the General Assembly.

4. The report provides details on the methodology used in the recosting of exchange rate fluctuations, inflation and adjustment of salary standards (ibid., paras. 5–9). As indicated in paragraph 5 of the report, consistent with the views of the Advisory Committee, the recosting exercise reflects such operational rates of exchange as would allow for the lowest estimates.

5. **The Advisory Committee finds no technical basis for objecting to the Secretary-General's revised estimates arising from the recosting due to effects of changes in rates of exchange and inflation, and accordingly transmits them to the Fifth Committee for consideration. In this connection, the Advisory Committee draws attention to the comments in its first report on the proposed programme budget for the biennium 2004–2005 with regard to the December recosting (A/58/7 and Corr.1, paras. 153–157).**

Document A/58/7/Add.12

Thirteenth report

Administration and management of the Office of the United Nations High Commissioner for Human Rights

[Original: English]
[21 November 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on the administration and management of the Office of the United Nations High Commissioner for Human Rights (A/58/569). During its consideration of the question, the Advisory Committee met with the Acting High Commissioner and other representatives of the Secretary-General.

2. The report of the Secretary-General is submitted pursuant to General Assembly resolution 57/313 of 18 June 2003. In paragraph 2 of the resolution, the Assembly requested the Secretary-General to submit to it at its fifty-eighth session a report on measures pertaining to the administration and management of the Office of the United Nations High Commissioner for Human Rights (OHCHR), taking into account the report of the Office of Internal Oversight Services (OIOS) on the management review of OHCHR,[1] as appropriate, and the report of the United Nations High Commissioner for Human Rights requested by the Secretary-General, as indicated in action 5 of his report entitled "Strengthening of the United Nations: an agenda for further change".[2]

3. In its first report on the proposed programme budget for the biennium 2004–2005 (A/58/7 and Corr.1, para. VI.1), the Advisory Committee recommended that the report of the Secretary-General to be submitted in response to General Assembly resolution 57/313 should contain a comprehensive analysis of the administrative and resource requirements necessary to implement the proposals contained therein. The Advisory Committee recommended that the report should pay particular attention to the overall management of the Office of the High Commissioner and should include an analysis of the role of the New York office and the related staffing requirements. The Advisory Committee further recommended that action on proposals for posts under section 24, Human rights, of the proposed programme budget for the biennium 2004–2005 be deferred, pending consideration of that report.

4. Annex I to the report of the Secretary-General (A/58/569) shows a summary of resources proposed for the biennium 2004–2005 relating to actions 2 to 5 described in the report of the Secretary-General, entitled "Strengthening of the United Nations: an agenda for further change".[2] Annex II to the report presents the status of implementation of the recommendations contained in the management review of OHCHR carried out by OIOS.[1]

5. The Advisory Committee recalls that the General Assembly, in its resolution 57/300 of 20 December 2002, requested the Commission on Human Rights to review and streamline the human rights special procedures in order to rationalize their work and enhance their effectiveness. The Advisory Committee agrees with the view of OIOS that the three Branches "are rendered unwieldy through the ad hoc creation of teams and units in response to new programmatic mandates and operational concerns".[3] Furthermore, the Advisory Committee notes from the report of OIOS that there had been 27 desk officers in addition to the staff members supporting the five treaty bodies and that there is a need to rationalize the use of desk officers and staff supporting the treaty bodies in a way that would optimize their performance.[4]

6. The recommendations of the Advisory Committee on non-posts resources for the Office of the United Nations High Commissioner for Human Rights under section 24 of the proposed programme budget for the biennium 2004–2005 are contained in its first report on the proposed programme budget (A/58/7 and Corr.1, paras. VI.3-VI.11). The Advisory Committee's

recommendations on the proposed posts for OHCHR for the biennium 2004–2005 are shown below.

7. **One D 2, Chief of Staff, under executive direction and management (A/58/6 (Sect. 24) and A/58/6/Corr.1, paras. 24.8 (*a*) (i) and 24.32).** The Advisory Committee was informed that the functions to be covered by this new position were recommended by OIOS, which had underlined the importance of establishing "a central responsibility centre to supervise all the programme support functions of OHCHR, including the administrative and financial support, to prevent the diffusion of administrative and financial responsibilities and to ensure the coherence of such support".[5] The Advisory Committee observes that the functions described in the report of the Secretary-General (see A/58/569, annex II, recommendation 12) overlap with those of the Deputy High Commissioner and of the Director of the New York office of OHCHR.

8. The Acting High Commissioner provided clarification concerning the functions of the proposed post. The Advisory Committee points out that an official at the L-7 level (a level equivalent to D-2) has been selected and has been carrying out responsibilities since early July 2003. The new position was established as an L-7 post, funded from general temporary assistance, and was not submitted to the Advisory Committee for the review required by the General Assembly in section II, paragraph 2, of its resolution 35/217 of 17 December 1980. **The Advisory Committee expresses concern about the action taken by the Secretariat to establish this L-7 position, which, in effect, prejudges the outcome of the consideration by the General Assembly of the question of the D-2 post.**

9. **The Advisory Committee recommends that consideration of the establishment of the D-2 post be postponed to give the new High Commissioner the opportunity to review the matter. In the meantime, subject to its observation in paragraph 8 above, the current funding arrangement of the L-7 post should be maintained, pending the review of the staffing requirements of OHCHR by the new High Commissioner.**

10. **One P-3, NGO Partnership Unit, External Relations Branch (A/58/6 (Sect. 24) and A/58/6/Corr.1, paras. 24.8 (*a*) (i) and 24.32).** There are currently seven Professional and two General Service (Other level) posts in the External Relations Branch. The Advisory Committee recalls that a P-3 post was granted for this activity in the context of the biennial budget for 2002–2003. In the opinion of the Advisory Committee, the proposal for the biennium 2004–2005 should have been justified in terms of workload and lack of capacity available using current staff and non-staff resources. **The Advisory Committee recommends that the functions described in paragraph 24.8 (*a*) (i) for a new P-3 post in the External Relations Branch be covered through redeployment of an existing post in the Office, including those financed from extrabudgetary resources.**

11. **One P-4, research and analysis, right to development (A/58/6 (Sect. 24) and A/58/6/Corr.1, paras. 24.8 (*a*) (ii) and 24.39).** The Advisory Committee was informed that for the biennium 2002–2003 a post was redeployed from the Research and Right to Development Branch to the new Special Procedures Branch in accordance with the priorities of the Office. The Advisory Committee recalls that, for the biennium 2002–2003, a P-3 post was approved for the right to development function. **In the light of the additional information provided on the requirements for strengthening the interdisciplinary legal and socio-economic research and policy analysis capability of OHCHR in the area of right to development, the Advisory Committee agrees with the establishment of a new P-4 post in this field.**

12. **One P-5, Petitions Unit; and one P-4, Treaty Implementation Unit, Support Service Branch (A/58/6 (Sect. 24) and A/58/6/Corr.1, paras. 24.8 (*a*) (iii) and 24.44).** With the entry into force on 1 July 2003 of the International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families,[6] the Advisory Committee notes that there will now be six treaty bodies instead of five. The Advisory Committee acknowledges the importance and need for these functions in view of the increase in the number of treaty bodies. The Advisory Committee notes with concern the apparent lack of enthusiasm either on the part of the Commission on Human Rights itself or the leadership of the treaty bodies and their

machineries to address the several concerns raised by the Advisory Committee.[7] Unless these problems are actively engaged, the Advisory Committee believes that the mere addition of more posts and non-posts resources would produce no measurable effect.

13. The Advisory Committee was provided with additional information on the workload of the Petitions Unit regarding the increase in the number of individual complaints received and anticipated. **The Advisory Committee recommends the establishment of one new P-5 post in the Petitions Unit, on a temporary basis, to deal with the backlog in the Unit. Furthermore, taking into account the entry into force of the International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families on 1 July 2003, the Advisory Committee recommends approval of one new P-4 post for the Treaty Implementation Unit.**

14. **One D-1, head of Special Procedures Branch; one P-5, head of geographic desk team; and one P-4, to strengthen the thematic teams (A/58/6 (Sect. 24) and A/58/6/Corr.1, paras. 24.8 (*a*) (iv), 24.54 and 24.55).** The Advisory Committee was informed that the Special Procedures Branch has recently been established and that the request for the new posts for the Branch was accorded a high priority by the Office. The Branch currently has 21 Professionals and four General Service posts, including one Professional redeployed from executive direction and management and three others from the Research and Right to Development Branch, the Support Services Branch and the Activities and Programmes Branch. The Advisory Committee is of the view that the improvement in the effectiveness and management of OHCHR does not automatically call for an increase in the number of posts (see A/58/7 and Corr.1, paras. 80–83). **The Advisory Committee recommends against the establishment of a D-1 post to head the Special Procedures Branch at this time. The Advisory Committee agrees with the establishment of two additional posts (1 P-5 and 1 P-4) to strengthen the capacity of the Branch, in particular for management support provided to geographical teams at the country level.**

15. **The Advisory Committee recommends acceptance of the proposal to convert three posts (1 P-5, 1 P-4 and 1 P-3) from general temporary assistance to established posts, to provide for the integration of the subregional Centre for Human Rights and Democracy in Central Africa into the regular budget, and two P-3 posts to established posts in the Activities and Programmes Branch (A/58/6 (Sect. 24) and A/58/6/Corr.1, paras. 24.8 (*b*) and 24.53).**

Notes

[1] See A/57/488

[2] A/57/387 and Corr.1.

[3] See A/57/488, para. 28

[4] Ibid., para. 31.

[5] Ibid., para. 36.

[6] General Assembly resolution 45/158, annex.

[7] *Official Records of the General Assembly, Fifty-sixth Session, Supplement No. 7* (A/56/7), paras. VI.6-VI.9).

Document A/58/7/Add.13

Fourteenth report

Report of the Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization

Programme budget implications of draft resolution A/C.6/58/L.18

[Original: English]
[24 November 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/18) on the programme budget implications of draft resolution A/C.6/58/L.18 entitled "Report of the Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization".[1]

2. As indicated in the statement by the Secretary-General, under the terms of paragraphs 2, 7 and 8 of the draft resolution, the General Assembly would decide that the Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization should hold its next session from 29 March to 8 April 2004; commend the Secretary-General for his continued efforts to reduce the backlog in the publication of the *Repertory of Practice of United Nations Organs* and endorse the efforts of the Secretary-General to eliminate the backlog in the publication of the *Repertoire of the Practice of the Security Council*; and encourage the Secretary-General in his continuous efforts to eliminate the backlog in the *Repertory* and the *Repertoire*, including by exploring options involving cooperation with academic institutions as a means to achieve this aim without prejudice to the continuation of their timely publication.

3. The Advisory Committee notes that the conference-servicing requirements for the session of the Special Committee referred to in paragraph 2 of the draft resolution are estimated at $US 275,714 and that the meeting has already been programmed into the calendar of conferences and meetings. No additional appropriation is therefore required (ibid., para. 11).

4. As concerns paragraphs 7 and 8 of the draft resolution, the Advisory Committee recalls that, in action 10 (*d*) of his report entitled "Strengthening of the United Nations: an agenda for further change",[2] the Secretary-General stated that the *Repertory of Practice of United Nations Organs* should no longer be produced by the United Nations. Accordingly, no provision was included in the proposed programme budget for the biennium 2004–2005 for that purpose. Adoption of the draft resolution would consequently entail additional requirements under sections 2, General Assembly affairs and conference services; 3, Political Affairs; 4, Disarmament; 5, Peacekeeping operations; 8, Legal affairs; 9, Economic and social affairs; 24, Human rights; 29B, Office of Programme Planning, Budget and Accounts; and 29C, Office of Human Resources Management.

5. In his statement, the Secretary-General estimates that adoption of the draft resolution would give rise to total additional resource requirements in the proposed programme budget for the biennium 2004–2005 in respect of the *Repertory of Practice* amounting to $2,357,600. A breakdown of requirements by section of the proposed programme budget is given in paragraph 10 of the statement by the Secretary-General.

6. **The Advisory Committee encourages the Secretariat to make greater use of the Internet to disseminate the *Repertory of Practice*, thereby speeding access to the publication and possibly reducing printing costs. In this connection, the Advisory Committee understands that there remains a reliance on hard copies of the *Repertory*.**

7. **The Advisory Committee recommends that the Fifth Committee inform the General Assembly that, should it adopt draft resolution A/C.6/58/L.18, an additional**

appropriation of $2,357,600 would be required in the proposed programme budget for the biennium 2004–2005, as follows: section 2, General Assembly affairs and conference services, $590,100; section 3, Political affairs, $178,300; section 4, Disarmament, $30,000; section 5, Peacekeeping operations, $383,300; section 8, Legal affairs, $82,500; section 9, Economic and social affairs, $560,900; section 24, Human rights, $410,900; section 29B, Office of Programme Planning, Budget and Accounts, $55,500; and section 29C, Office of Human Resources Management, $66,100. Under the procedures established by the General Assembly in its resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987, those provisions would represent a charge against the contingency fund.

8. The Advisory Committee was informed that the potential charges against the contingency fund for the biennium 2004–2005 as at 24 November 2003 (see annex) exceeded the level approved by the General Assembly for the contingency fund for the biennium 2004–2005, namely $21.6 million (see Assembly resolution 57/280 of 20 December 2002). **Therefore, in accordance with the guidelines approved by the Assembly for the operation of the fund, the Secretary-General should make proposals, in his consolidated statement of programme budget implications and revised estimates for the current session of the Assembly, for revising the consolidated amount so that it will not exceed the available balance (Assembly resolution 42/211, annex, para. 6). The Advisory Committee will revert to this matter in the context of its consideration of the consolidated statement.**

Notes

[1] The General Asembly adopted the draft resolution on 23 December 2003 as resolution 58/248.

[2] A/57/387 and Corr.1.

Annex

Potential charges against the contingency fund for the biennium 2004–2005 as at 24 November 2003

(Thousands of United States dollars)

	Secretary-General	*Advisory Committee*	*Fifth Committee*	*Net costs*	*Requirements for servicing meetings within net costs (sect. 2)*
I. Contingency fund					
1. Revised estimates resulting from resolutions and decisions adopted by the Economic and Social Council at its substantive and resumed substantive sessions of 2003 (A/C.5/58/10)	842.7	–		842.7	557.3
2. Programme budget implications of draft resolution A/C.6/58/L.18, entitled "Report of the Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization" (*Repertory*) (A/C.5/58/18)	2 357.6			2 357.6	–
3. Cost implications of providing more predictable and adequate conference services to the meetings of regional and other major groupings of Member States (A/58/397 and A/58/7/Add.5)	7 966.0	(3 225.4)		4 740.6	4 044.4
4. Improving and modernizing the conference facilities at the United Nations Office at Nairobi (A/58/530)	1 139.0	–		1 139.0	–
5. The illicit trade in small arms and light weapons in all its aspects (Programme of Action follow-up) (A/C.5/58/17)	1 893.3			1 893.3	1 532.2
6. United Nations Institute for Training and Research (A/58/544)	331.3			331.3	–
Under consideration of Main Committee					
7. Travel of least developed countries (A/C.2/58/L.34)	783.6			783.6	–
8. Desertification Convention (A/C.2/58/L.7)	1 725.4			1 725.4	1 725.4
9. Climate Change Convention (A/C.2/58/L.14)	3 781.1			3 781.1	3 781.1
Anticipated/under preparation by Secretariat					
10. Relocation of the UNJSPF secretariat — Report of the Standing Committee of the United Nations Joint Staff Pension Board (A/58/214 and Corr.1)	1 589.9			1 589.9	–
11. International Research and Training Institute for the Advancement of Women	234.7			234.7	–
12. Committee on the Rights of the Child	3 856.8			3 856.8	3 645.0
13. Small island developing States	577.5			577.5	
14. Follow-up to World Summit on Sustainable Development	500.0			500.0	
15. Commodities	425.0			425.0	
16. Ad hoc Committee on a Comprehensive and Integral International Convention on Protection and Promotion of the Rights and Dignity of Persons with Disabilities (A/C.3/58/L.78)	763.5			763.5	763.5
17. Children and armed conflict	?			–	
18. Financing for development	?			–	
19. United Nations Decade for Human Rights Education, 1995–2004	?			–	
20. Population	?			–	
21. Law of the sea	?			–	
Subtotal				**25 542.0**	**16 048.9**
Level of contingency fund approved in resolution 57/280				21 600.0	
Contingency fund balance				(3 942.0)	
II. Other					
Servicing of the Counter-Terrorism Committee				4 439.2	4 212.1
Grand total				**29 981.2**	**20 261.0**

Document A/58/7/Add.14

Fifteenth report

The illicit trade in small arms and light weapons in all its aspects

Programme budget implications of draft resolution A/C.1/58/L.1/Rev.1

[Original: English]
[24 November 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/17) on the programme budget implications of draft resolution A/C.1/58/L.1/Rev.1 on the illicit trade in small arms and light weapons in all its aspects.[1]

2. In paragraph 2 of his statement, the Secretary-General outlines the activities by which the draft resolution would be implemented.

3. The Secretary-General estimates that adoption of the draft resolution would give rise to additional requirements of $US 1,522,300, at full cost, under section 2, General Assembly affairs and conference services, of the proposed programme budget for the biennium 2004–2005 (ibid., para. 11). The conference-servicing costs are broken down as follows: $270,700 for the second biennial meeting of States (A/C.1/58/L.1/Rev.1, para. 3); $1,230,800 for the organizational session and the three substantive sessions of the open-ended working group (ibid., operative paras. 8–10); and $20,800 for broad-based consultations (ibid., para. 11).

4. As indicated in the statement (A/C.5/58/17, paras. 4–9), the Department for Disarmament Affairs would provide the necessary substantive services for the convening of the United Nations conference and its preparatory committee, the second biennial meeting of States and the open-ended working group. In addition, the Department would collect the views of States and organize and service, in 2004, a one-day informal consultation in New York and one in Geneva, pursuant to paragraph 11 of the draft resolution, and would prepare the report of the Secretary-General on the outcome of the broad-based consultations. It would also continue to dedicate staff resources to receiving, collating and circulating information provided by States in accordance with paragraph 13 of the draft resolution. In addition, the Department would prepare the report of the Secretary-General requested in paragraph 14 of the draft resolution.

5. The Secretary-General estimates that additional temporary assistance resources equivalent to 18 work-months at the P-3 level and 12 work-months at the General Service (Other level) level would be required by the Department for Disarmament Affairs to implement paragraphs 8 to 10 of the draft resolution. The related resource requirements would amount to $371,000 as follows: $254,200 under section 4, Disarmament, of the proposed programme budget for the biennium 2004–2005; $69,700 under section 29D, Office of Central Support Services; and $47,100 under section 34, Staff assessment, to be offset by an equivalent amount under income section 1, Income from staff assessment (ibid., para. 14).

6. The Advisory Committee notes from the statement of the Secretary-General that no provision has been made under the proposed programme budget for the biennium 2004–2005 to cover the additional requirements, and that it is not possible to identify activities within section 4, Disarmament, of the proposed programme budget that could be terminated, deferred, curtailed or modified during the biennium.

7. **The Advisory Committee recommends that the Fifth Committee inform the General Assembly that should it adopt draft resolution A/C.1/58/L.1/Rev.1, an additional appropriation of $1,893,300 would be required in the proposed programme budget for the biennium 2004–2005 as follows: section 2, General Assembly affairs and conference services, $1,522,300; section 4, Disarmament, $254,200; section 29D, Office of Central**

Support Services, $69,700; and section 34, Staff assessment, $47,100 (to be offset by an equivalent amount under income section 1, Income from staff assessment). Under the procedures established by the General Assembly in its resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987, those provisions would represent a charge against the contingency fund. The Advisory Committee was informed that potential charges against the contingency fund for the biennium 2004–2005 as at 24 November 2003 exceeded the level approved by the Assembly for the fund for the biennium. The Advisory Committee has commented on this matter in its preceding report (A/58/7/Add.13, para. 8).

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/241.

Document A/58/7/Add.15

Sixteenth report

Capital master plan

[Original: English]
[1 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the Secretary-General's first annual progress report on the implementation of the capital master plan (A/58/599). During its consideration of the matter, the Advisory Committee met with representatives of the Secretary-General.

2. The report of the Secretary-General is submitted in compliance with section II of General Assembly resolution 57/292 of 20 December 2002. It outlines the work undertaken in the context of the project during 2003 and provides information on the utilization of funds approved so far for the implementation of the project. In addition, the report discusses the status of three interconnecting factors determining the overall schedule for the implementation of the capital master plan: availability of funding, availability of swing space and the progress of technical aspects.

3. In section II, paragraph 5, of its resolution 57/292, the General Assembly decided to implement the capital master plan on the basis of the baseline scope under the first approach to phasing and swing space proposed by the Secretary-General in his report,[1] with a construction budget of $US 1,049 million, a variance of plus or minus 10 per cent (i.e. a range estimated to be from $944.1 million to $1,153.9 million), a proposed construction start date of October 2004 and a construction duration of five years. Upon request, the Secretariat confirmed that the cost projections on which the Assembly decision was based were still valid.

4. In section II, paragraph 29 (*a*), of the same resolution, the General Assembly requested the Secretary-General to report to it at its fifty-eighth session on the status of possible funding arrangements, including a financial package to be provided by the host country. In this connection, the Advisory Committee notes the information provided in paragraph 4 of document A/58/599. The Advisory Committee was informed that the host country was continuing to consider possible funding modalities. Interest-free loans as well as other financing options were being explored. The host country would most likely be in a position to advise on funding proposals early in 2004. Moreover, given the funding situation, the Advisory Committee was further informed that the Secretary-General had deferred the establishment of the advisory board,[2] as he did not believe it could be productive, useful or appropriate currently.

5. An update on the status of negotiations with the City and State of New York is presented in paragraphs 6 to 11 of document A/58/599. The City of New York and the United Nations Development Corporation (UNDC), in consultation with the United Nations, have begun the selection process for an architect for the design of a new building to be used as swing space.[3] It is anticipated that a final decision will be made before the end of 2003. Subject to the resolution of funding matters and community issues,[4] UNDC plans to begin construction in the first half of 2005. The Advisory Committee was informed that the City of New York had encountered some delays with the acceptance of the mitigation measures by the local community. The proposal to build an esplanade along the East River, as compensation to the community for the loss of the playground, was currently being reviewed by the Community Board. The City was also seeking additional solutions that would lead to community approval.

6. The Advisory Committee notes the progress of design work and implementation of capital components of the strengthening of security projects at Headquarters, reported in paragraphs 12 to 16 and 18 to 23 of document A/58/599. The Advisory Committee further notes that the Office of Internal Oversight Services has indicated in its report on the capital master plan for the period from January to July 2003 "that the process of issuing requests for proposals for the

purpose of selecting architectural and engineering firms to provide the design services under the capital master plan project has advanced satisfactorily, that there is reasonable assurance to indicate that the process thus far has been transparent and fair and that internal controls in the request for proposals process appeared adequate" (see A/58/342, summary). **The Advisory Committee welcomes the progress made in this phase of the project.**

7. The Advisory Committee notes that for design and related project management costs, the amount committed for the implementation of the capital master plan is $16.8 million against the amount of $25.5 million appropriated by the General Assembly for the biennium 2002–2003 in section II, paragraph 25, of its resolution 57/292. A separate account has been established to manage the appropriation and allotment for the plan. The Advisory Committee was provided with information on contracts for procurement for the plan.

8. On the subject of additional conference rooms foreseen in the baseline scope,[5] the Advisory Committee was informed that the Department of General Assembly and Conference Management had analysed past demand for rooms and current requests in order to determine more effectively the requirements for the future. An architectural study had been completed on the possibilities of introducing natural light into the new meeting rooms. The Secretary-General had submitted proposals on the matter (see A/58/556), on which the Advisory Committee would report separately.

9. On the issue of parking, as requested by the General Assembly in section II, paragraph 17 of its resolution 57/292, the Advisory Committee was informed that the matter was being re-examined with a view to increasing parking where possible without added cost. That was also the subject of a separate study, which would be submitted to the Assembly at its resumed fifty-eighth session.

10. On the management aspects of the project,[6] the Advisory Committee was informed that on 1 February 2003 the Executive Director of the project was appointed on a full-time basis, and that nine Professional staff had been assigned to the project, managing both the capital master plan start-up and the capital master plan-related aspects of the projects on the strengthening of security. A project management firm would supplement the project management staff. It was expected that the firm to be selected would perform a number of services, including independent technical review of the design work, coordination of design work for the various buildings, and the maintenance of estimates and the schedule for the project. It was planned to retain the construction management firm before major design submissions were made.

11. On the future management structure and staffing requirements for the project, the Advisory Committee was informed that the matter was under review by the Under-Secretary-General for Management, to whom the Executive Director was responsible. The Advisory Committee recognizes that in order to implement the capital master plan successfully, it is critical to have adequate staffing resources at the appropriate levels with the required specialized expertise (including from outsourcing).

12. **As the capital master plan will be a time-limited and specialized project of the Secretariat, to be implemented on a phased basis,[7] additional staffing for the plan should be requested in accordance with actual workload requirements in each phase. In this connection, the Advisory Committee trusts that before submitting proposals for additional staffing for the capital master plan, the Secretary-General will take full account of the in-house expertise available both within the Department of Management (financial services, human resources, procurement and facilities management) and elsewhere in the Secretariat (legal services, public information and conference services) and that care will be taken not to replicate existing organizational structures and staffing resources, but rather to maximize opportunities for coordination and collaboration.**

Notes

[1] A/57/285 and Corr.1.

[2] Ibid., para. 66.

[3] Ibid., paras. 36–42 and *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 7* (A/57/7/and Add.1–27), document A/57/7/Add.4, paras. 10–15.

[4] A/57/285 and Corr.1, paras. 8 and 78.

[5] Ibid., paras. 20–23.

[6] See *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 7* (A/57/7 and Add.1–27), document A/57/7/Add.4, paras. 22 and 23 and annex III.

[7] See A/57/285 and Corr.1, paras. 48–57.

Document A/58/7/Add.16

Seventeenth report

Oceans and the law of the sea

Programme budget implications of draft resolution A/58/L.19

[Original: English]
[3 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/22) on the programme budget implications of draft resolution A/58/L.19 on oceans and the law of the sea.[1]

2. An analysis of the requirements of the draft resolution is contained in paragraphs 6 to 8 of the statement submitted by the Secretary-General.

3. The Advisory Committee notes that provision has been made under section 8, Legal affairs, subprogramme 4, Law of the sea and ocean affairs, of the proposed programme budget for the biennium 2004–2005 for the requests contained in paragraphs 64 (*a*) and (*d*) of the draft resolution. No additional appropriation would therefore be required (see A/C.5/58/22, para. 7).

4. As concerns paragraph 64 (*e*) of the draft resolution, the Secretary-General estimates that the convening of the intergovernmental meeting referred to therein would give rise to additional requirements of $US 347,000 (at 2004–2005 rates) at full cost under section 2, General Assembly affairs and conference services, of the proposed programme budget for the biennium 2004–2005 (ibid., para. 8), on the understanding that the additional requirements entailed by the holding of the meeting in Iceland would be borne by the host Government.

5. **The Advisory Committee recommends that the Fifth Committee inform the General Assembly that should it adopt draft resolution A/58/L.19, an additional appropriation of $347,000 (at 2004–2005 rates) would be required in the proposed programme budget for the biennium 2004–2005 under section 8, Legal affairs, subject to the procedures established by the General Assembly in its resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987, on the use and operation of the contingency fund. The Advisory Committee was informed that potential charges against the contingency fund for the biennium 2004–2005 as at 24 November 2003 exceeded the level approved by the Assembly for the fund for the biennium. The Advisory Committee has commented on this matter in its report of 24 November 2003 (see A/58/7/Add.13, para. 8).**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/240.

Document A/58/7/Add.17

Eighteenth report

Conference and support services extended to the Counter-Terrorism Committee in the implementation of Security Council resolution 1373 (2001)

[Original: English]
[3 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General (A/C.5/58/23) containing revised estimates under section 2, General Assembly affairs and conference services, and section 29D, Office of Central Support Services, of the proposed programme budget for the biennium 2004–2005. During its consideration of the report, the Advisory Committee met with representatives of the Secretary-General, who provided additional information.

2. The Counter-Terrorism Committee was established by the Security Council in its resolution 1373 (2001) of 28 September 2001 on measures to prevent terrorism. Since then, the Council has extended its mandate and endorsed its programme of work every six months. The latest extension is contained in a presidential statement dated 16 October 2003.[1]

3. As indicated in the report of the Secretary-General, in the absence of specifically budgeted resources for the biennium 2002–2003, conference and support services requirements for the Counter-Terrorism Committee were met from within the overall appropriation approved by the General Assembly under sections 2 and 29D of the programme budget for the biennium 2002–2003. Actual requirements were reported to the Assembly in the context of the first and second budget performance reports for the biennium 2002–2003 (see A/C.5/58/23, para. 3).

4. The Advisory Committee notes that, while the meetings of the Counter-Terrorism Committee have been included in the calendar of conferences and meetings for 2004, the related financial provisions for conference and common support services were not included in the proposed programme budget for the biennium 2004–2005 given the extraordinary nature of the activities of the Counter-Terrorism Committee mandated by the Security Council (ibid., para. 4). Substantive servicing of the Counter-Terrorism Committee, however, is included in the proposed programme budget under section 3, Political affairs. The estimates contained in the report of the Secretary-General cover 2004 only, given the difficulty of predicting the pattern of work of the Counter-Terrorism Committee (ibid., para. 5), with supplementary proposals to be submitted to the General Assembly at its fifty-ninth session in the context of the first budget performance report.

5. **The Advisory Committee finds the treatment of the financing of the activities of the Counter-Terrorism Committee inconsistent, and requests that it be regularized.** Upon enquiry, the Advisory Committee was informed that it was expected that the mandate of the Counter-Terrorism Committee would be extended through 2005. In that connection, the Advisory Committee reiterates its view, as stated in its report of 27 November 2002, concerning estimates in respect of matters of which the Security Council is seized, that the estimate for open-ended entities, such as monitoring mechanisms, expert groups or the Counter-Terrorism Committee, should be presented in the proposed programme budget.[2]

6. The Advisory Committee was informed that efforts had been undertaken to promote streamlined reporting by Member States, in accordance with the recommendation of the Advisory Committee in its report of 20 May 2002.[3] In that connection, the Advisory Committee notes that the estimate for 2004 of the number of pages to be translated (2,470 pages), as shown in annex I to the report of the Secretary-General (A/C.5/58/23), would indicate a trend towards shorter reports when compared with the actual pages translated in the biennium 2002–2003 (7,555 pages), as shown in the second performance report on the programme

budget for the biennium (see A/58/558, para. 19). **The Advisory Committee welcomes this development.**

7. The estimates contained in the report of the Secretary-General are based on the assumption that the Counter-Terrorism Committee would have more or less the same level of activities in the biennium 2004–2005 as in the biennium 2002–2003. It is expected that meeting servicing costs for 2004, estimated at $US 650,700, could be met from within resources already programmed for section 2 of the proposed programme budget. Translation of an estimated 2,470 pages and preparation of summary records would require recruitment of short-term staff – 18 translator/reviser full-time positions and 13 temporary positions for text-processors – for a total estimated additional requirement for 2004 of $3,958,900 under section 2 of the proposed programme budget. Requirements for section 29D are estimated at $234,100.

8. **Taking into account its comments and observations as set out in the paragraphs above, the Advisory Committee recommends that the General Assembly authorize the Secretary-General to enter into commitments of $4,193,000 in connection with the conference-servicing and common support requirements of the Counter-Terrorism Committee in 2004. Such additional appropriations as may be necessary can be dealt with in the context of the first performance report on the programme budget for the biennium 2004–2005, which should include detailed information on expenditures relating to the provision of conference and common support services to the Counter-Terrorism Committee in 2004.** The Advisory Committee notes the statement, in paragraph 13 of the report of the Secretary-General, that the activities related to the servicing of the Counter-Terrorism Committee are of an extraordinary nature and should be dealt with as provided for in annex I, paragraph 11, of General Assembly resolution 41/213 of 19 December 1986.

Notes

[1] S/PRST/2003/17; see *Resolutions and Decisions of the Security Council, 1 August–31 July 2004*.

[2] See *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 7* (A/57/7and Add.1–27), document A/57/7/Add.17, para. 5.

[3] Ibid., *Fifty-sixth Session, Supplement No. 7A* (A/56/7/Add.1–11), document A/56/7/Add.11, para. 10.

Document A/58/7/Add.18

Nineteenth report

Estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council

[Original: English]
[5 December 2003]

I. Introduction

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on estimates in respect of special political missions, good offices and other initiatives authorized by the General Assembly and/or the Security Council (A/C.5/58/20). During its consideration of the report, the Advisory Committee met with the representatives of the Secretary-General, who provided additional information.

2. **The Advisory Committee considered a draft version of the report; the very limited time available to it prevented it from conducting an in-depth examination of the estimates before it. Its comments and observations set out in the present report are therefore more limited than usual, and in some cases are of a preliminary nature. The Advisory Committee is of the opinion that, in future, consideration should be given to submitting the report earlier in the session.**

II. General considerations

3. The Advisory Committee recalls that the General Assembly, in its resolution 57/280 of 20 December 2002 on the proposed programme budget outline for the biennium 2004–2005, decided to include an amount of up to $US 170 million for special political missions related to peace and security expected to be approved or extended during the biennium 2004–2005.[1] The Advisory Committee, in its first report on the proposed programme budget for the biennium 2004–2005 (A/58/7 and Corr.1, para. II.12), in considering the resources proposed under section 3, Political affairs, noted that after transferring the resources of $4,398,600 related to the Counter Terrorism Committee to policy-making organs, $374,900 in common support costs to section 29D, Office of Central Support Services, and $2,048,400 related to the Adviser for Special Assignments in Africa to section 11, United Nations support for the New Partnership for Africa's Development, the balance of resources for special missions amounted to $163,178,100, before recosting. The Advisory Committee had been informed at the time that the amount would be adequate for those missions expected to be extended or approved during the biennium 2004–2005 and that additional requirements would continue to be treated in accordance with the relevant provisions of General Assembly resolution 41/213 of 19 December 1986.

4. The report of the Secretary-General presents the estimated resource requirements for 20 special political missions (see A/C.5/58/20, table 1, sects. I and II). These include 17 political offices, peace-building missions and sanctions panels authorized by the Security Council and 3 authorized by the General Assembly. The mandate of some of those missions had been extended or were anticipated to be extended to 2004.

5. The Advisory Committee notes that the requirements of three of the missions were included in the report in order to make it comprehensive, as requested by the Advisory Committee,[2] even though the estimates of their requirements are being considered separately by the General Assembly, namely, the Special Envoy of the Secretary-General for Myanmar, the Central American peace process and the United Nations Verification Mission in Guatemala (MINUGUA). **Such additional specific comments and observations as the Advisory**

Committee may have regarding those missions will be included in the related reports as it examines the pertinent statements of programme budget implications. Included for the first time are the requirements of the United Nations Representative to the International Advisory and Monitoring Board. Twenty missions are expected to be discontinued in 2004 or have been subsumed into existing ones, merged with others or completed (see A/C.5/58/20, table 1, sect. III).

6. The total estimated requirements amount to $140,304,500 for the period from 1 January to 31 December 2004 (ibid., table 2). Expenditures for the biennium 2002–2003 are estimated at $163,563,200, excluding requirements related to missions that will not be in operation in 2004.

7. The overall growth in requirements for the biennium 2004–2005 as compared to 2002–2003 is not indicated in view of the difficulty of forecasting requirements for the biennium when only the initial requirements for the first calendar year are known and of forecasting the evolution of political events during the course of the year, with the exception of the downsizing of MINUGUA and a reduction in election requirements for the United Nations Assistance Mission in Afghanistan (UNAMA) if elections are held in 2004 (ibid., para. 8; and para. 21 below). Nevertheless, the Advisory Committee notes that, in terms of monthly expenditure requirements, an amount of $11.7 million is estimated monthly for 2004 compared with $8 million during the biennium 2002–2003. The increase of nearly 50 per cent relates to significant increases in four missions: the United Nations Office in Burundi (UNOB), the United Nations Peace-building Support Office in the Central African Republic (BONUCA), the United Nations Assistance Mission for Iraq (UNAMI) and UNAMA. Moreover, $100 million, or 71 per cent of the $140 million estimated for 2004 is related, to the largest two missions, UNAMI ($35 million) and UNAMA ($65 million) (see paras. 13–21 below).

8. Staffing requirements for 2004 total 2,079 posts, as against 1,934 authorized for 2003 – a net increase of 145 posts (ibid., table 3). This excludes 207 posts approved for missions in 2003, that were completed or subsumed under other missions. The Advisory Committee notes, however, that of the total 2,079 posts proposed, 1,710 relate to UNAMI (551 posts) and UNAMA (1,159). The changes proposed include the following decreases in posts: a reduction of 80 posts for MINUGUA, a reduction of 1 post for the Special Envoy of the Secretary-General for Myanmar and the reduction of 1 post for the Monitoring Group established pursuant to Security Council resolution 1363 (2001) of 30 July 2001 and extended by resolutions 1390 (2002) of 16 January 2002 and 1455 (2003) of 17 January 2003. These reductions are offset by the following increases: 4 new posts for the newly instituted United Nations Representative to the International Advisory and Monitoring Board, the increase of 1 post for the Special Representative of the Secretary-General for West Africa, the increase of 1 post for BONUCA, an increase of 15 posts for UNOB, an increase of 194 posts for UNAMI and 12 additional posts for UNAMA. Information provided to the Advisory Committee with regard to actual vacancies and vacancies assumed in estimating staffing costs in the proposals for 2004 are included in the annex to the present report.

9. The Advisory Committee notes that the proposed requirements of seven of the missions are presented in results-based format (MINUGUA, the United Nations Peace-building Support Office in Guinea-Bissau (UNOGBIS), UNOB, BONUCA, the United Nations Tajikistan Office of Peace-building, UNAMI and UNAMA). The Advisory Committee was informed that training had been provided in that regard. **The Advisory Committee welcomes the improvement in the presentation and notes the commitment to further refining the results-based-budgeting elements and to extend their application to other political missions, where practicable (ibid., para. 5). While the introduction to the report contains more information than in previous reports, it still needs to be more analytical.**

10. **The supplementary information submitted to the Advisory Committee contained a section entitled "Other relevant information", which provided information on recent and expected developments, thus providing background for the resources requested for each mission. The Advisory Committee welcomes this information, which should be integrated**

in future in the report of the Secretary-General in order to facilitate an analysis of the requests. The Advisory Committee is also of the opinion that thought should be given to expanding the treatment of larger missions with a view to providing the level of information contained in the report on peacekeeping operations.

11. **The Advisory Committee has requested that information on collaboration with other partners, including substantive departments of the Secretariat, with regard to peace-building and assistance missions be included in future reports.[3] The Advisory Committee notes that there is still little information in this regard; it appears that little progress has been achieved. The Advisory Committee stresses the need to ensure synergy and complementarity between the various missions and other relevant entities of the United Nations in order to ensure efficiency and the optimum use of resources.**

12. **For example, there is room to better utilize transportation resources, including those for air operations, taking into account the existence of peacekeeping missions or other United Nations entities operating in the same regions. Moreover, in many cases requests for travel provide little justification as to the need for those resources or their intended use. The Advisory Committee is also of the opinion that more efficient utilization of the vehicle fleet could be achieved in some cases, such as those related to the Personal Representative of the Secretary-General for Southern Lebanon, UNOGBIS or the Panel of Experts on Somalia. Similarly, the Advisory Committee found little explanation for the planned use of experts and consultants.**

III. Comments on specific missions

A. United Nations Assistance Mission for Iraq

13. The estimated requirements for the operation of UNAMI for a one-year period from 1 January to 31 December 2004 amount to $35,143,500 (24 per cent of the total requirements for special political missions). Expenditures for the biennium 2002–2003 are estimated at $9,633,000. Increases for 2004 include the addition of 3 military liaison officers, 2 civilian police officers and 194 additional staff compared with the 2003 levels (see A/C.5/58/20, table 1, and paras. 131 and 132).

14. The Advisory Committee was informed that the Secretary-General would be submitting a new report on Iraq to the Security Council on or about 15 December 2003, pursuant to Security Council resolutions 1483 (2003) of 22 May 2003 and 1511 (2003) of 16 October 2003, in which he would outline the incremental process of deployment of UNAMI in 2004. The cost estimates are based on the concept of a gradual build-up of the Mission and its progressive deployment to the country and locations within Iraq.

15. **The Advisory Committee is aware that the resources set out in the report are of a tentative nature, based on assumptions that may or may not materialize. The final level of resources will depend on developments in Iraq and in the region and, ultimately, on upcoming decisions of the Security Council. Moreover, the Advisory Committee is aware that the protective measures recommended in response to the findings of the Independent Panel on the Security and Safety of United Nations Personnel in Iraq will have significant financial implications. The Committee was informed that they would be addressed by the Secretary-General in an upcoming report to the General Assembly.**

B. United Nations Assistance Mission in Afghanistan

16. The requirements for UNAMA are estimated at $65,286,600 for 2004 (46 per cent of the total requirements for special political missions). Estimated expenditures for the biennium 2002–2003 amount to $80,111,900 (ibid., table 1, and para. 139).

17. The Advisory Committee was informed that security continued to be the main problem, particularly as key processes were about to commence or were already under way, namely, the pilot phase of the disarmament, demobilization and reintegration exercise that began in October

2003, the electoral registration exercise started during the first week of December and the Constitutional Loya Jirga scheduled to begin on 10 December.

18. Arrangements for providing security to United Nations personnel are under review and may lead to a supplementary request. Support is also being sought from national and international security forces.

19. The Advisory Committee was informed that timely funding and security were the main challenges facing the electoral process. In this connection, of the $78 million estimated for the registration project, $36.8 million has been pledged and a little over $25.5 million has been received in cash or in kind.

20. The resources proposed in the report of the Secretary-General provide for the costs related to 1 military adviser, 11 military liaison officers, 8 civilian police advisers and a staffing complement of 1,159 (279 international staff, 143 National Officers and 737 local staff) – a net increase of 12 posts compared with the level in 2003. The current staffing component of 1,147 includes 306 international staff, 164 National Officers and 677 local staff (ibid., table 3, and para. 139).

21. The Advisory Committee was informed that of the total number of proposed staff, 195 (75 international and 120 national) related to the electoral component of the Mission. It was expected that all those positions would be vacated during December 2004. For all other staff, vacancy factors of 20 per cent for international staff and National Officers and 10 per cent for local staff were applied.

C. Special Representative of the Secretary-General for West Africa

22. The Office of the Special Representative for West Africa was scheduled to start operating as from January 2002 for a period of three years.[4] However, the Advisory Committee was informed that the Office, as a result of the severe crises in the region (in Côte d'Ivoire, Liberia and Sierra Leone) and in view of a number of administrative and logistical impediments, did not start operating until the beginning of 2003.

23. The resource requirements for 2004 are estimated at $2,200,500. The staffing component provides for 20 posts (8 Professional, 1 General Service and 11 Local level), including an additional P-4 post for a Special Assistant to the Special Representative (see A/C.5/58/20, table 3, and para. 98).

24. The Advisory Committee was further informed that an evaluation of the work of the Office would be conducted in 2004 with a view to making recommendations on the future of the Office beyond 2004. **The Advisory Committee will revert to this issue at the appropriate time.**

D. Special Envoy of the Secretary-General in Africa

25. The appointment of the Special Envoy was extended for one year, until 31 December 2003. The Special Envoy is responsible for the promotion of international peace and security in the Horn of Africa and provides advice on matters related to the situation in Somalia and the Sudan. The resources proposed for 2004 amount to $108,900, providing for official travel of the Special Envoy ($103,400) and logistical and miscellaneous requirements ($5,500) (ibid., table 1, and para. 47).

26. **The Advisory Committee is of the opinion that an evaluation of the role and function of the Special Envoy of the Secretary-General in Africa, such as that mentioned in paragraph 24 above, should be carried out in the light of developments in the region.**

E. Office of the Special Representative of the Secretary-General for the Great Lakes region of Africa

27. The Advisory Committee recalls that the Office was established in December 1997 and that its mandate has been extended until 31 December 2004.[5] In November, the Secretary-General submitted a report to the Security Council on events leading to the launching of the preparatory process and activities for an international conference on peace, security, democracy and development in the Great Lakes region of Africa, among other issues,[6] and the Security Council adopted a presidential statement on the question.[7]

28. The requirements relating to the Office of the Special Representative of the Secretary-General for the Great Lakes region of Africa are estimated at $1,829,000 for 2004. However, as indicated to the Advisory Committee upon enquiry, the launching of the preparatory process will increase the activities of the Office. In the opinion of the Advisory Committee, the resources proposed in the report of the Secretary-General do not fully reflect the needs related to the intensive preparatory work involved and the convening of the first summit meeting of the conference. In this connection, the Advisory Committee was informed that, in addition to its previous activities, the Office would have to convene three preparatory meetings and a set of thematic meetings and that it would not be possible to carry out those new activities without significant additional resources. The Advisory Committee was further informed that after the next preparatory meetings, to be held in December 2003, the Secretary-General would return to request the additional resources required. **The Advisory Committee will revert to this issue in the context of that request.**

F. United Nations Office in Burundi

29. The resources for UNOB are estimated at $9,277,600 for 2004 (7 per cent of the total requirements). Expenditures are estimated at $11,257,000 for the biennium 2002–2003 (see A/C.5/58/20, table 1). The increase of approximately $3 million is due mostly to the proposal for 15 additional posts ($2,478,180) related to supporting the Joint Ceasefire Commission, which was established in 2003 to assist in the implementation of the Arusha Agreement on Peace and Reconciliation and subsequent ceasefire agreements.[8]

30. The mandate of UNOB expires on 31 December 2003, and a report is being prepared for submission to the Security Council. The requirements are based on the anticipated extension of the mandate. The Advisory Committee was informed that progress in the peace process was bringing the situation closer to the stage at which the establishment of a United Nations peacekeeping operation would be proposed.

G. Panels of Experts

31. The report of the Secretary-General includes resources related to two Panels of Experts, on Liberia and Somalia, which were due for renewal in November 2003. Their budgets ($826,300 for Liberia and $1,328,900 for Somalia) are based on the anticipated extension of their mandates by the Security Council for a further eight-month and six-month period respectively.

32. **The Advisory Committee is of the opinion that consideration should be given to integrating administrative and logistical support for the Panel of Experts on Liberia into the United Nations Mission in Liberia.**

IV. Recommendation

33. **Subject to its comments and observations set out in the present report, the Advisory Committee recommends that, at this stage, the General Assembly approve resources amounting to $140,304,500, requested under section 3, Political affairs, of the proposed programme budget for the biennium 2004–2005, as a charge against the provision for special political missions.**

Notes

[1] A/57/636, para. 9.

[2] *Official Records of the General Assembly, Fifty-seventh Session, Supplement No. 7* (A/57/7 and Add.1–27), document A/57/7/Add.17, para. 5.

[3] Ibid., para. 10.

[4] See S/2001/1128.

[5] See S/2003/1066 and S/2003/1067.

[6] S/2003/1099.

[7] S/PRST/2003/23; see *Resolutions and Decisions of the Security Council, 1 August 2003–31 July 2004*.

[8] See S/2003/920 and S/2003/921.

Annex

Actual vacancies as at October 2003 and vacancies assumed in estimating staffing costs in the budget proposals for 2004

(Percentage)

	Vacancies as at October 2003			*Vacancy rates used in the budget proposals*		
	International	*Local*	*Overall*	*International*	*Local*	*Overall*
I. Special political missions emanating from the General Assembly						
A. Special Envoy of the Secretary-General for Myanmar	0	0	0	0	0	0
B. Central American peace process	0	0	0	0	0	0
C. United Nations Verification Mission in Guatemala	17.0	11.3	5.6	5.0	5.0	5.0
II. Special political missions emanating from the Security Council and other political initiatives relating to the maintenance of international peace and security						
A. Special Envoy of the Secretary-General in Africa	n/a	n/a	n/a	n/a	n/a	n/a
B. Panel of Experts on Liberia	n/a	n/a	n/a	n/a	n/a	n/a
C. Special Adviser of the Secretary-General on Cyprus	0	0	0	0	0	0
D. Office of the Special Representative of the Secretary-General for the Great Lakes region of Africa	12.5	0	6.2	10.0	0	5.0
E. Personal Representative of the Secretary-General for Southern Lebanon	0	0	0	0	0	0
F. United Nations Political Office in Bougainville	28.0	0	17.8	10.0	0	4.5
G. Panel of Experts on Somalia	n/a	0	0	n/a	0	0
H. United Nations Political Office for Somalia	0	0	0	0	0	0
I. Monitoring Group established pursuant to Security Council resolution 1363 (2001) and extended by resolutions 1390 (2002) and 455 (2003)	0	n/a	0	0	n/a	0
J. Special Representative of the Secretary-General for West Africa	50.0	36.0	57.0	10.0	10.0	10.0
K. United Nations Representative to the International Advisory and Monitoring Board	n/a	n/a	n/a	0	0	0
L. United Nations Peace-building Support Office in Guinea-Bissau	6.7	8.5	10.7	8.0	8.0	8.0
M. United Nations Office in Burundi	17.0	0	8.0	12.0	5.0	8.4
N. United Nations Peace-building Support Office in the Central African Republic	4.2	0	1.8	12.0	0	5.0
O. United Nations Tajikistan Office of Peace-building	0	5.3	3.6	5.0	5.0	5.0
P. United Nations Assistance Mission for Iraq	85.0	99.0	94.7	20.0	15.0	16.5
Q. United Nations Assistance Mission in Afghanistan	32.0	13.3	17.7	20.0	10.1	13.3
Electoral component	36.0	23.2	21.7	25.0	25.0	25.0

n/a: not applicable.

Document A/58/7/Add.19

Twentieth report

Administrative and financial implications arising from the report of the Standing Committee of the United Nations Joint Staff Pension Board

[Original: English]
[5 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on the administrative and financial implications arising from the report of the Standing Committee of the United Nations Joint Staff Pension Board (A/C.5/58/27). In accordance with the purpose of rule 153 of the rules of procedure of the General Assembly, the report of the Secretary-General identifies financial implications that would arise for the regular budget should the General Assembly adopt the recommendations submitted to it in the report of the Standing Committee (A/58/214 and Corr.1). The report of the Advisory Committee on the report of the Standing Committee is contained in document A/58/7/Add.9.

2. As indicated in the report of the Secretary-General, the report of the Standing Committee identifies an amount of $US 14,045,800 (at 2004–2005 rates) as the overall requirement for the United Nations share, including the funds and programmes, in the administrative and audit costs related to the Fund (A/C.5/58/27, para. 4). However, on the basis of the latest information available, it appears that the date of relocation of the Fund to new premises will be delayed. On that basis, and bearing in mind the likelihood of the provision by the prospective landlord of a rent-free period and a lower rental rate than previously calculated, requirements for the rental of premises would be reduced, bringing the overall requirement for the United Nations to $13,055,700 (ibid., para. 8).

3. As reflected in paragraph 1.26 of section 1, Overall policy-making, direction and coordination, of the proposed programme budget for the biennium 2004–2005, the distribution would require that an estimated 58 per cent of overall United Nations share be attributable to the regular budget, with the balance to be reimbursed by the funds and programmes. However, as noted in the report of the Secretary-General (A/C.5/58/27), the latest data on the number of participants in the Fund, against which the percentage is derived, indicate that the regular budget percentage would need to be revised to 65 per cent (ibid., para. 8). **The Advisory Committee notes with concern that such a wide variance has emerged since the time of preparation of the proposed programme budget. The Advisory Committee trusts that, in future, care will be taken to ensure that these statistics are carefully monitored.** The Secretary-General calculates that the application of the revised application rate would bring the regular budget share to $8,486,200 (at 2004–2005 rates), or $1,589,900 over the amount of $6,896,300 budgeted in the proposed programme budget for the biennium 2004–2005 (ibid., para. 9).

4. Upon enquiry, the Advisory Committee was informed that the calculations in the report of the Secretary-General did not take into account its recommended reduction of $394,100 in the overall budget estimates for the administrative expenses of the Fund for the biennium 2004–2005 (see A/58/7/Add.9, para. 28). The Advisory Committee was informed that, as the full amount of recommended reduction related to staff costs, it was subject to a one-third/two-thirds cost-sharing formula between the United Nations and the Fund. Accordingly, the United Nations share of the reduction would amount to $131,400, of which $85,400, or 65 per cent, would be applicable to the regular budget. Thus, the estimated overall requirements for the United Nations would amount to $12,924,300 (at 2004–2005 rates), of which the regular budget share would amount to $8,400,800, or $1,504,500 over the amount budgeted under section 1 of the proposed programme budget for the biennium 2004–2005.

5. **The Advisory Committee recommends that the Fifth Committee inform the General Assembly that, should it approve the recommendations of the Standing Committee of the United Nations Joint Staff Pension Board, taking into account the effect of the recommendations of the Advisory Committee thereon, overall requirements of $12,924,300 (at 2004–2005 rates) would arise for the United Nations, of which the regular budget share would amount to $8,400,800 and the balance of $4,523,500 would be reimbursed by the United Nations Development Programme, the United Nations Population Fund and the United Nations Children's Fund to the United Nations. Accordingly, an additional appropriation of $1,504,500 (at 2004–2005 rates) would be required under section 1 of the proposed programme budget for the biennium 2004–2005, subject to the procedures established by the General Assembly in its resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987, for the use and operation of the contingency fund. The Advisory Committee was informed that potential charges against the contingency fund for the biennium 2004–2005 as at 24 November 2003 exceeded the level approved by the Assembly for the fund for the biennium. The Advisory Committee commented on this matter in its report dated 24 November 2003 (see A/58/7/Add.13, para. 8).**

Document A/58/7/Add.20

Twenty-first report

Future operation of the International Research and Training Institute for the Advancement of Women

Programme budget implications of draft resolution A/C.3/58/L.36

[Original: English]
[5 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/24) on the programme budget implications of draft resolution A/C.3/58/L.36, which concerns the future operations of the International Research and Training Institute for the Advancement of Women (INSTRAW).[1] During its consideration of the matter, the Advisory Committee met with representatives of the Secretary-General.

2. Under the terms of paragraph 5 of draft resolution A/C.3/58/L.36, the General Assembly would decide to continue to provide its full support to the current efforts to revitalize the International Research and Training Institute for the Advancement of Women and, in this regard, to provide funds complementary to the existing ones, if needed, to ensure that the Institute will have adequate resources to function for a period of one year and to prepare the report requested in General Assembly resolution 57/311 of 18 June 2003, in the light of the delay in appointing a Director to implement a feasible work programme and fund-raising activities.

3. Paragraphs 4 to 7 of the statement of the Secretary-General provide background information on the implementation of the recommendations of the Working Group on the future operation of INSTRAW (A/57/330 and Add.1) endorsed by the General Assembly in its resolution 57/175 of 18 December 2002. In the same resolution, the Assembly requested the Secretary-General to implement the measures recommended by the Working Group in that regard. The Advisory Committee requested information as to the role of the Department of Economic and Social Affairs of the Secretariat in the activities of the Institute.

4. In accordance with the statute of INSTRAW, the Department of Economic and Social Affairs, in close cooperation with the Office of Programme Planning, Budget and Accounts and the Office of Human Resources Management of the Department of Management of the Secretariat, assists in providing financial, personnel and administrative support to the Institute. The Advisory Committee was informed that the Department of Economic and Social Affairs has continued its efforts to provide substantive advice and administrative support to INSTRAW to sustain its operational viability through the implementation of the programme of work in collaboration with the Working Group on the future operation of INSTRAW. This has included meeting with donors and interested Member States, conducting an extensive search for a suitable candidate for the post of Director and other Professional posts and advising on their selection. The Department of Economic and Social Affairs carries out substantive reviews and peer assessments of the papers prepared by INSTRAW on gender and financing for development, the roles and responsibilities of men in women's sexual and reproductive health and the gender gap in information and communication technologies. The Department has been promoting the Institute's participation in inter-agency activities and joint activities. During the forty-seventh session of the Commission on the Status of Women, held in New York in March 2003, INSTRAW, in cooperation with the Office of the Special Adviser on Gender Issues and Advancement of Women and the Division for the Advancement of Women of the Department of Economic and Social Affairs, launched its publication entitled *Partners in Change: Working with Men to End Gender-Based Violence*.

5. The Advisory Committee notes that, including the amount of $US 500,000 approved by the General Assembly in its decision 57/580 of 20 December 2002 and its resolution 57/311 of

18 June 2003, as a charge against the contingency fund, to finance the core activities of INSTRAW in 2003, total projected resources available to INSTRAW would amount to $735,600, as at 31 December 2003 (see A/C.5/58/24, paras. 5, 8 and 9).

6. Activities to be undertaken by INSTRAW in 2004 are described in paragraph 10 of the statement of the Secretary-General. Paragraphs 11 to 13 of the statement contain information on the resource requirements. The Secretary-General estimates that the costs of INSTRAW for the period from 1 January to 31 December 2004 would amount to $970,300 for the continuation of the core activities of the Institute, including salaries for nine current posts (1 D-2, 1 P-3, 2 P-2/1 and 5 General Service). It is estimated that the projected INSTRAW Trust Fund balance of $735,600, as at 31 December 2003, would enable the Institute to continue its operations until the end of September 2004. It is stated in the report of the Secretary-General that, because it is not possible to determine with any certainty whether the Institute would have additional voluntary contributions that would allow it to function beyond September 2004, an additional amount of $234,700 would be required to maintain it until the end of 2004.

7. The Advisory Committee recalls that the level of expenditures incurred for the period from 1 January to 30 September 2003 was lower than expected and that, at the time of its review of the report of the Secretary-General on the financial situation of INSTRAW (A/58/426), a Director of the Institute had not yet been appointed (see A/58/547, para. 2). In this connection, the Advisory Committee requested information on the status of vacant posts at INSTRAW. The information provided was not sufficient to enable the Advisory Committee to reach a conclusion as to the level of expenditures on posts for 2004.

8. **Under the circumstances, the Advisory Committee recommends that, should the General Assembly adopt draft resolution A/C.3/58/L.36, the Fifth Committee inform the General Assembly that, contingent upon the availability of additional voluntary contributions to the INSTRAW Trust Fund in 2004, there is a potential additional requirement of up to $234,700 for the biennium 2004–2005 over and above the regular budget resources proposed under section 9, Economic and social affairs, of the proposed programme budget for the biennium 2004–2005. In view of the uncertainty of the financial requirements, the Advisory Committee recommends that this matter be addressed again at a resumed session. This will allow time for the staffing situation to be clarified and for the new Director to pursue and report on fund-raising activities.**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/244.

Document A/58/7/Add.21

Twenty-second report

Ad Hoc Committee on a Comprehensive and Integral International Convention on the Protection and Promotion of the Rights and Dignity of Persons with Disabilities

Programme budget implications of draft resolution A/C.3/58/L.78

[Original: English]
[5 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/25) on the budget implications of draft resolution A/C.3/58/L.78, as orally revised,[1] concerning the Ad Hoc Committee on a Comprehensive and Integral International Convention on the Protection and Promotion of the Rights and Dignity of Persons with Disabilities. During its consideration of the matter, the Committee met with representatives of the Secretary-General.

2. As indicated in paragraph 2 of the statement, under the terms of paragraphs 3 and 6 of draft resolution A/C.3/58/L.78, the General Assembly would endorse the Ad Hoc Committee's decision to establish a Working Group, with the aim of preparing and presenting a draft text that would be the basis for negotiations on the draft convention in the Ad Hoc Committee, taking into account all contributions, and would decide also that the Ad Hoc Committee should hold, within existing resources, two sessions in 2004, each of a duration of 10 working days, prior to the fifty-ninth session of the General Assembly.

3. Activities related to the implementation of the request are described in paragraphs 3 and 4 of the statement of the Secretary-General. Paragraph 5 of the statement contains information on the resource requirements. The Secretary-General estimates that the costs for conference services for the Working Group of the Ad Hoc Committee and the additional session of the Ad Hoc Committee would amount to $US 763,500, at full cost. This would represent additional requirements over and above the resources proposed under section 2, General Assembly affairs and conference services ($734,100), and section 29D, Office of Central Support Services ($29,400), of the proposed programme budget for the biennium 2004–2005.

4. The Advisory Committee notes that, in paragraph 7 of the statement, it is indicated that the potential for absorption of the above requirements, within the existing capacities for conference servicing and documentation, would be reviewed within the context of the consolidated statement of programme budget implications and revised estimates falling under the guidelines for the contingency fund. The Advisory Committee points out that, in accordance with the current practice for the preparation of statements of programme budget implications, the potential for absorption of the above requirements should have been reviewed in the context of the statement of programme budget implications in document A/C.5/58/25.

5. **With regard to the proposed action requested in paragraph 8 of the statement, the Advisory Committee recommends that the Fifth Committee inform the General Assembly that, should it adopt draft resolution A/C.3/58/L.78, as orally revised, additional requirements of up to $763,500 would arise and would need to be considered for appropriation in the context of the review of the consolidated statement of programme budget implications and revised estimates falling under the guidelines for the contingency fund, scheduled to be undertaken towards the end of the first part of the fifty-eighth session of the General Assembly.**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/246.

Document A/58/7/Add.22

Twenty-third report

Situation of human rights in Myanmar

Programme budget implications of draft resolution A/C.3/58/L.68/Rev.1

[Original: English]
[5 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/26) on the programme budget implications of draft resolution A/C.3/58/L.68/Rev.1,[1] which concerns the situation of human rights in Myanmar. The Advisory Committee also had before it the information provided in paragraphs 12 to 17 of document A/C.5/58/20 on the requirements for the Special Envoy of the Secretary-General for Myanmar. During its consideration of the matter, the Advisory Committee met with representatives of the Secretary-General.

2. As indicated in paragraph 2 of the statement submitted by the Secretary-General, under the terms of paragraph 7 of draft resolution A/C.3/58/L.68/Rev.1, the General Assembly would request the Secretary-General: to continue to provide his good offices and to pursue his discussions on the situation of human rights and the restoration of democracy with the Government and the people of Myanmar, including all relevant parties to the national reconciliation process in Myanmar; to report to the General Assembly at its fifty-ninth session and to the Commission on Human Rights at its sixtieth session on the progress made in the implementation of the resolution; to give all necessary assistance to enable his Special Envoy to implement the resolution and, in the context of the facilitation role, to explore any and all possibilities for discharging his mandate fully and effectively; and to continue to give all necessary assistance to the Special Rapporteur of the Commission on Human Rights on the situation of human rights in Myanmar to enable him to discharge his mandate fully.

3. The activities related to the implementation of the request are described in paragraphs 4 to 6 of the statement. Paragraphs 7 and 8 contain information on the estimated resource requirements. The Advisory Committee notes that the Secretary-General estimates the costs of continuing the efforts of the good offices of the Secretary-General through his Special Envoy for Myanmar at $US 245,900 for a one-year period (1 January to 31 December 2004). Information is provided in the annex to the statement, including the provision of salary for the Special Envoy, at the rate applicable on a when-actually-employed basis, and for the salaries and common staff costs of one local staff, who would provide support to the Special Envoy.

4. The Advisory Committee further notes from paragraph 8 of the statement that the mandate of the Special Rapporteur falls under the category of activities considered to be of a perennial nature and that provisions for activities of that nature have already been included in the proposed programme budget for the biennium 2004–2005, under section 24, Human rights.

5. **With respect to the action required of the General Assembly, as proposed in paragraphs 9 and 10 of the statement submitted by the Secretary-General, the Advisory Committee recommends that the Fifth Committee inform the Assembly that, should it adopt draft resolution A/C.3/58/L.68/Rev.1, a provision in the amount of $245,900 would be required for the period from 1 January to 31 December 2004 for the continuation of the efforts of the good offices of the Secretary-General relating to the situation of human rights in Myanmar. Those requirements would be charged against the provision of $163.2 million proposed for special political missions under section 3, Political affairs, of the proposed programme budget for the biennium 2004–2005 (see also the report of the**

Advisory Committee on estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council (A/58/7/Add.18, para. 5)).

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/247.

Document A/58/7/Add.23

Twenty-fourth report

Office of the Special Representative for Children and Armed Conflict

Programme budget implications of draft resolution A/C.3/58/L.28

[Original: English]
[10 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/28) on the programme budget implications of draft resolution A/C.3/58/L.28, as orally revised[1] concerning the Office of the Special Representative for Children and Armed Conflict.

2. Under the terms of the draft resolution, as orally revised, the General Assembly would decide that the activities under the mandate of the Special Representative for Children and Armed Conflict should be supported through regular budget funding. The Office of the Special Representative has been financed entirely by voluntary contributions since its inception. As at the end of November 2003, the balance of extrabudgetary resources available for the Office amounted to $US 2,123,000, which the Secretary-General estimates could allow the financing of the operations of the Office approximately through July 2004 (ibid., paras. 7 and 8).

3. The Advisory Committee notes that the statement of programme budget implications submitted to the Third Committee (A/C.3/58/L.84), which is mentioned in paragraph 1 of the statement by the Secretary-General, does not in fact contain information on requirements for possible estimates of expenditure arising from the draft resolution. Rule 153 of the rules of procedure of the General Assembly states that "no resolution involving expenditure shall be recommended by a committee for approval by the General Assembly unless it is accompanied by an estimate of expenditures prepared by the Secretary-General."

4. In this connection, the Advisory Committee takes note of paragraph 10 of the statement by the Secretary-General, which indicates that, based on the actual number and level of the staff of the Office for the last three years and on the related pattern of non-post expenditures, it is estimated that the requirements for the Office of the Special Representative for Children and Armed Conflict to continue the same scope and nature of programme of activities as at present would amount to $6,053,700 for the biennium 2004–2005. The Advisory Committee does not consider this information a statement of programme budget implications in accordance with the requirements of rule 153 of the rules of procedure of the General Assembly. A breakdown of estimated requirements should be provided to the Fifth Committee for its consideration of the matter.

5. In his statement, the Secretary-General recalls that in section V of its resolution 57/190 of 18 December 2002, the General Assembly requested him to undertake a comprehensive assessment of the scope and effectiveness of the United Nations system response to the issue of children affected by armed conflict, including recommendations for strengthening, mainstreaming, integrating and sustaining these activities, and to submit his report to the Assembly for its consideration at its fifty-eighth session (A/C.5/58/28, para. 11). The statement by the Secretary-General indicates that it is anticipated that the report will be submitted in the spring of 2004 and that it may have an impact on the programme of work and mode of operation of the Office (ibid.). Given the balance of extrabudgetary funds available to the Office, as noted in paragraph 2 above, the Secretary-General therefore proposes that the issue of regular budget funding in connection with draft resolution A/C.3/58/L.28, as orally revised, be considered by the Assembly in the context of its deliberations on the forthcoming report in the spring of 2004 (ibid., para. 13).

6. **In any case, whether or not the activities under the mandate of the Special Representative should be funded under the regular budget is a policy decision to be made by the General Assembly. Should the decision be taken to do so, the Assembly will also have to decide whether to address the question of resource requirements now or at its resumed fifty-eighth session, in the spring of 2004, in the context of its consideration of the report to be submitted by the Secretary-General in pursuance of section V of Assembly resolution 57/190.**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/245.

Document A/58/7/Add.24

Twenty-fifth report

United Nations Verification Mission in Guatemala

Programme budget implications of draft resolution A/58/L.30

[Original: English]
[12 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/29) on the programme budget implications of draft resolution A/58/L.30,[1] concerning the United Nations Verification Mission in Guatemala (MINUGUA). During its consideration of the item, the Advisory Committee met with representatives of the Secretary-General.

2. In its resolution 57/161 of 16 December 2002, the General Assembly authorized the renewal of the mandate of MINUGUA for one year, from 1 January to 31 December 2003. By draft resolution A/58/L.30, paragraph 18, the Assembly would authorize a final renewal of the mandate of MINUGUA from 1 January to 31 December 2004.

3. As indicated in paragraph 3 of the statement of the Secretary-General, since the last report of the Secretary-General on the Mission,[2] MINUGUA has carried out its mandate within the framework of a general transition strategy designed to contribute to the long-term sustainability of the peace process. The Advisory Committee notes that the eighth report of the Secretary-General on the verification of the peace agreements, covering the period from 1 May 2002 to 15 July 2003, dated 11 August 2003 (A/58/267), and the fourteenth report of MINUGUA on human rights, dated 10 November 2003 (A/58/566, annex), are before the General Assembly.

4. Paragraphs 4 to 7 of the statement describe the work of the Mission during its final period in 2004, including its planned collaboration with the Office of the United Nations High Commissioner for Human Rights and with the United Nations country team. A fuller description of the Mission's objectives, expected accomplishments and outputs for 2004 is presented, in the results-based budget format, in the report of the Secretary-General on estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council (A/C.5/58/20). The comments and observations of the Advisory Committee on a draft version of the report are contained in its nineteenth report (A/58/7/Add.18).

5. The estimated costs of the extension of the mandate of MINUGUA for the period from 1 January to 31 December 2004 amounting to $US 6,721,100 would cover the costs relating to 1 civilian police officer ($32,400); salaries and common staff costs for 97 staff (32 international and 65 local) ($5,154,500); consultants ($25,000); six United Nations Volunteers ($243,200); official travel ($32,700); operational costs, including communications, transportation and other operational requirements ($1,074,800); and other programmes, including information and training programmes ($158,500) (see A/C.5/58/29, para. 8). The Advisory Committee notes that proposed reductions for 2004 include reductions in the number of civilian police from 6 in 2003 to 1, staff positions from 177 in 2003 to 97 and United Nations Volunteers from 56 in 2003 to 6 (ibid., para. 9). **The Advisory Committee believes that further economies are possible in operational costs, given the proposed drawdown of staffing requirements of the Mission in 2004; these should be reflected in the performance report.**

6. Upon request, the Advisory Committee was provided with the planned monthly staffing drawdown for the period from 1 January to 31 December 2004, the organizational chart of MINUGUA for 2004 and a summary of staffing proposals by substantive and administrative areas (see annexes I–III).

7. A provision of $163.2 million (before recosting) is requested for special political missions under section 3, Political affairs, of the proposed programme budget for the biennium 2004–2005. The utilization of the provision for special political missions would be subject to individual mandates and approval by the General Assembly, as and when the Assembly and /or the Security Council establishes or renews the mandates of such missions (A/58/6 (Sect. 3) and A/58/6/Corr.1, para. 3.56).

8. **With regard to the action required of the General Assembly, the Advisory Committee recommends that the Fifth Committee inform the General Assembly that, should it adopt draft resolution A/58/L.30, the requirements for MINUGUA for 2004, in the amount of $6,721,100, would be charged against the provision for special political missions requested under section 3 of the proposed programme budget for the biennium 2004–2005 (see also the report of the Advisory Committee on estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council (A/58/7/Add.18, para. 5)).**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/238.

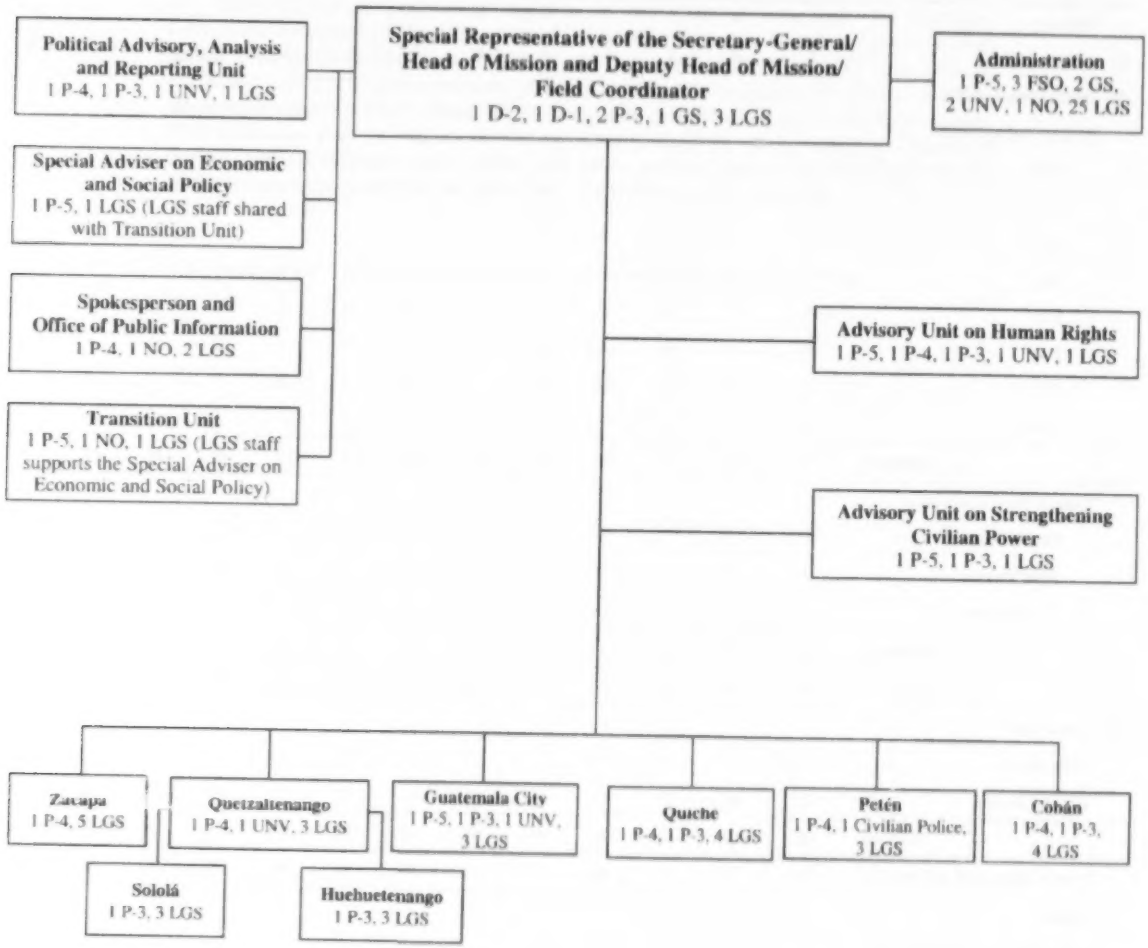
[2] A/57/584.

Annex I
Planned staffing summary of the United Nations Verification Mission in Guatemala, 2004

	Proposed staffing	*Anticipated number of staff*											
		Jan.	*Feb.*	*Mar*	*Apr.*	*May*	*Jun.*	*Jul.*	*Aug.*	*Sep.*	*Oct.*	*Nov.*	*Dec.*
I. Military	–	–	–	–	–	–	–	–	–	–	–	–	–
II. Civilian police	1	1	1	1	1	1	1	1	1	1	1	1	1
III. International staff													
Professional and above													
USG	–	–	–	–	–	–	–	–	–	–	–	–	–
ASG	–	–	–	–	–	–	–	–	–	–	–	–	–
D-2	1	1	1	1	1	1	1	1	1	1	1	1	1
D-1	1	1	1	1	1	1	1	1	1	1	1		
P-5	6	6	6	6	6	6	6	6	6	6	6	5	2
P-4	8	8	8	8	8	8	8	8	8	8	8	4	2
P-3	10	10	10	10	10	9	8	8	8	8	7	5	2
P-2/1	–	–	–	–	–	–	–	–	–	–	–	–	–
Subtotal	**26**	**26**	**26**	**26**	**26**	**25**	**24**	**24**	**24**	**24**	**23**	**15**	**7**
General Service and other													
General Service	3	3	3	3	3	3	3	3	3	3	3	2	1
Field Service	3	3	3	3	3	3	3	3	3	3	3	3	2
Security Service	–	–	–	–	–	–	–	–	–	–	–	–	–
Subtotal	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**5**	**3**
Total III	**32**	**32**	**32**	**32**	**32**	**31**	**30**	**30**	**30**	**30**	**29**	**20**	**10**
IV. Local staff													
Professional	3	3	3	3	3	3	3	3	3	3	3	3	2
General Service	62	62	62	62	62	62	62	62	62	62	56	56	32
Subtotal	**65**	**65**	**65**	**65**	**65**	**65**	**65**	**65**	**65**	**65**	**59**	**59**	**34**
Total civilian staff (III and IV)	**97**	**97**	**97**	**97**	**97**	**96**	**95**	**95**	**95**	**95**	**88**	**79**	**44**
V. Other													
International contractual staff	–	–	–	–	–	–	–	–	–	–	–	–	–
United Nations Volunteers	6	6	6	6	6	6	6	6	6	6	6	6	–
Total V	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**–**

Annex II

Proposed organizational structure of the United Nations Verification Mission in Guatemala, 2004


Special Representative of the Secretary-General/ Head of Mission and Deputy Head of Mission/ Field Coordinator
1 D-2, 1 D-1, 2 P-3, 1 GS, 3 LGS
Political Advisory, Analysis and Reporting Unit
1 P-4, 1 P-3, 1 UNV, 1 LGS
Special Adviser on Economic and Social Policy
1 P-5, 1 LGS (LGS staff shared with Transition Unit)
Spokesperson and Office of Public Information
1 P-4, 1 NO, 2 LGS
Transition Unit
1 P-5, 1 NO, 1 LGS (LGS staff supports the Special Adviser on Economic and Social Policy)
Administration
1 P-5, 3 FSO, 2 GS, 2 UNV, 1 NO, 25 LGS
Advisory Unit on Human Rights
1 P-5, 1 P-4, 1 P-3, 1 UNV, 1 LGS
Advisory Unit on Strengthening Civilian Power
1 P-5, 1 P-3, 1 LGS
Zacapa
1 P-4, 5 LGS
Quetzaltenango
1 P-4, 1 UNV, 3 LGS
Guatemala City
1 P-5, 1 P-3, 1 UNV, 3 LGS
Quiche
1 P-4, 1 P-3, 4 LGS
Petén
1 P-4, 1 Civilian Police, 3 LGS
Cobán
1 P-4, 1 P-3, 4 LGS
Sololá
1 P-3, 3 LGS
Huehuetenango
1 P-3, 3 LGS

Abbreviations:

FSO, Field Service Officer
GS, General Service
LGS, Local General Service
NO, National Officer
UNV, United Nations Volunteer

Annex III

Proposed staffing table of the United Nations Verification Mission in Guatemala, 2004

A. Substantive areas

	Professional and higher							*General Service and related*				*Local staff*			
	D-2	*D-1*	*P-5*	*P-4*	*P-3*	*P-2*	**Subtotal**	*Field Service*	*Principal level*	*Other level*	**Subtotal**	*General Service*	*Professional*	*United Nations Volunteers*	**Total**
Office of Head of Mission															
Current	1	1	–	1	3	1	**7**	–	–	–	**–**	3	–	–	**10**
Proposed	1	1	–	–	2	–	**4**	–	–	1	**1**	3	–	–	**8**
Mission History and Lessons Learned															
Current	–	–	1	–	–	–	**1**	–	–	1	**1**	1	–	–	**3**
Proposed	–	–	–	–	–	–	**–**	–	–	–	**–**	–	–	–	**–**
Advisory Unit on Human Rights															
Current	–	–	1	1	1	–	**3**	–	–	–	**–**	1	1	2	**7**
Proposed	–	–	1	1	1	–	**3**	–	–	–	**–**	1	1	1	**6**
Transition Unit															
Current	–	–	1	–	1	–	**2**	–	–	–	**–**	1	–	1	**4**
Proposed	–	–	1	–	–	–	**1**	–	–	–	**–**	1	1	–	**3**
Spokesperson and Office of Public Information															
Current	–	–	–	1	1	–	**2**	–	–	1	**1**	6	3	1	**13**
Proposed	–	–	–	1	–	–	**1**	–	–	–	**–**	2	1	–	**4**
Advisory Unit on Strengthening Civilian Power															
Current	–	–	1	–	1	–	**2**	–	–	–	**–**	1	–	–	**3**
Proposed	–	–	1	–	1	–	**2**	–	–	–	**–**	1	–	–	**3**
Political Advisory, Analysis and Reporting Unit (new)															
Current	–	–	–	–	–	–	**–**	–	–	–	**–**	–	–	–	**–**
Proposed	–	–	–	1	1	–	**2**	–	–	–	**–**	1	–	1	**4**
Advisory Unit on Indigenous Rights															
Current	–	–	–	1	–	–	**1**	–	–	–	**–**	1	2	1	**5**
Proposed	–	–	–	–	–	–	**–**	–	–	–	**–**	–	–	–	**–**
Advisory Unit on Economic Policy and Rural Development															
Current	–	–	1	–	2	–	**3**	–	–	–	**–**	1	–	–	**4**
Proposed (Special Adviser)	–	–	1	–	–	–	**1**	–	–	–	**–**	–	–	–	**1**
Regional offices															
Current	–	–	1	5	11	–	**17**	–	–	–	**–**	47	–	49	**113**
Proposed	–	–	1	5	5	–	**11**	–	–	–	**–**	28	–	2	**41**
Total, substantive															
Current	**1**	**1**	**6**	**9**	**20**	**1**	**38**	**–**	**–**	**2**	**2**	**62**	**6**	**54**	**162**
Proposed	**1**	**1**	**5**	**8**	**10**	**–**	**25**	**–**	**–**	**1**	**1**	**37**	**2**	**4**	**67**

B. Administration

		Professional and higher							*General Service and related*				*Local staff*				
		D-2	*D-1*	*P-5*	*P-4*	*P-3*	*P-2*	**Subtotal**	*Field Service*	*Principal level*	*Other level*	**Subtotal**	*General Service*	*Professional*	*United Nations Volunteers*	**Total**
Chief Administrative Officer																
Current		–	–	1	–	–	–	**1**	–	–	**1**	**1**	1	–	–	**3**
Proposed		–	–	1	–	–	–	**1**	–	–	–	**–**	1	–	–	**2**
Finance																
Current		–	–	–	1	–	–	**1**	–	–	1	**1**	6	–	–	**8**
Proposed		–	–	–	–	–	–	**–**	1	–	–	**1**	4	–	–	**5**
Electronic Data-Processing																
Current		–	–	–	–	–	–	**–**	–	–	1	**1**	4	–	–	**5**
Proposed		–	–	–	–	–	–	**–**	–	–	–	**–**	2	–	–	**2**
Personnel																
Current		–	–	–	1	–	–	**1**	–	–	–	**–**	4	–	–	**5**
Proposed		–	–	–	–	–	–	**–**	–	–	–	**–**	1	–	–	**1**
Communications																
Current		–	–	–	–	–	–	**–**	–	–	1	**1**	12	–	–	**13**
Proposed		–	–	–	–	–	–	**–**	1	–	–	**1**	5	–	–	**6**
General Services																
Current		–	–	–	–	–	–	**–**	1	–	1	**2**	8	–	–	**10**
Proposed		–	–	–	–	–	–	**–**	1	–	1	**2**	5	–	–	**7**
Transport																
Current		–	–	–	–	–	–	**–**	1	–	–	**1**	14	–	–	**15**
Proposed		–	–	–	–	–	–	**–**	–	–	–	**–**	5	–	–	**5**
Procurement																
Current		–	–	–	–	–	–	**–**	–	–	1	**1**	2	–	–	**3**
Proposed		–	–	–	–	–	–	**–**	–	–	–	**–**	1	1	–	**2**
Security																
Current		–	–	–	–	–	–	**–**	–	–	2	**2**	4	–	–	**6**
Proposed		–	–	–	–	–	–	**–**	–	–	1	**1**	1	–	1	**3**
Programme Administrative Support Unit																
Current		–	–	–	–	–	–	**–**	–	–	–	**–**	1	–	2	**3**
Proposed		–	–	–	–	–	–	**–**	–	–	–	**–**	–	–	1	**1**
Total, administration	**Current**	–	–	1	2	–	–	**3**	2	–	8	**10**	56	–	2	**71**
	Proposed	–	–	1	–	–	–	**1**	3	–	2	**5**	25	1	2	**34**
Grand total	**Current**	1	1	7	11	20	1	**41**	2	–	10	**12**	118	6	56	**233**
	Proposed	1	1	6	8	10	–	**26**	3	–	3	**6**	62	3	6	**103**

Document A/58/7/Add.25

Twenty-sixth report

The situation in Central America: progress in fashioning a region of peace, freedom, democracy and development

Programme budget implications of draft resolution A/58/L.38

[Original: English]
[12 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/30) on the programme budget implications of draft resolution A/58/L.38[1], entitled "The situation in Central America: progress in fashioning a region of peace, freedom, democracy and development". During its consideration of the statement, the Advisory Committee met with representatives of the Secretary-General.

2. As indicated in paragraphs 4 to 6 of document A/C.5/58/30, the Secretary-General requests the continuation in 2004 of provisions for one Political Affairs Officer post (at the P-4 level) and one General Service post, which would continue to provide support to the efforts of the Secretary-General in post-conflict peace-building in Central America. The Political Affairs Officer would continue to monitor the Guatemalan peace process, providing support to the activities of the United Nations Verification Mission in Guatemala. With regard to the peace-building process in El Salvador, the Political Affairs Officer would assist in the joint follow-up activities of the United Nations Development Programme and the Department of Political Affairs of the Secretariat to ensure compliance with pending issues from the 1992 Peace Agreement.[2] The Political Affairs Officer would also continue to follow developments in the Central American region as a whole.

3. The estimated costs related to the salaries and common staff costs of these two staff members (1 P-4 and 1 General Service) for a one-year period from 1 January to 31 December 2004 amount to $US 218,000. Other operational requirements relating to the two staff members would be covered within the overall budget of the Department of Political Affairs (A/C.5/58/30, para. 7).

4. A provision of $163.2 million (before re-costing) is requested for special political missions under section 3, Political affairs, of the proposed programme budget for the biennium 2004–2005. The utilization of the provision for special political missions would be subject to individual mandates and approval by the General Assembly, as and when the Assembly and/or the Security Council establishes or renews the mandates of such missions (A/58/6 (Sect. 3) and A/58/6/Corr.1, para. 3.56).

5. **With regard to the action required of the General Assembly, the Advisory Committee recommends that the Fifth Committee inform the Assembly that, should it adopt draft resolution A/58/L.38, the requirements for 2004 with respect to the continuing provision of adequate support to the Secretary-General's efforts in Central America, in the amount of $218,000, would be charged against the provision for special political missions requested under section 3, Political affairs, of the proposed programme budget for the biennium 2004–2005 (see also the report of the Advisory Committee on estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council (A/58/7/Add.18, para. 5).**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/239.

[2] A/46/864-S/23501, annex.

Document A/58/7/Add.26

Twenty-seventh report

Implementation of the United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa

Programme budget implications of draft resolution A/C.2/58/L.7/Rev.1

[Original: English]
[12 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/31) on the programme budget implications of draft resolution A/C.2/58/L.7/Rev.1 on the implementation of the United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa. [1]

2. An analysis of the requirements of the draft resolution is contained in paragraph 2 of the statement by the Secretary-General. The Advisory Committee notes that a statement of programme budget implications (A/C.2/58/L.43) was submitted to the Second Committee in connection with its consideration of the draft resolution.

3. The Secretary-General estimates that the conference-servicing of Convention bodies, as called for under the terms of paragraph 14 of draft resolution A/C.2/58/L.7/Rev.1, would give rise to additional requirements in the biennium 2004–2005 of $US 1.4 million on a full-cost basis at current rates, comprising $1,393,000 under section 2, General Assembly affairs and conference services, and $7,000 under section 29D, Office of Central Support Services (see A/C.5/58/31, para. 3). In addition to those costs, it is estimated that $325,400 would be required for the travel expenses of conference-servicing staff from Geneva to Bonn (ibid., para. 4).

4. **The Advisory Committee recommends that the Fifth Committee inform the General Assembly that, should it adopt draft resolution A/C.2/58/L.7/Rev.1, an additional provision of $1,725,400 (at current rates) would arise under section 2, General Assembly affairs and conference services ($1,718,400), and section 29D, Office of Central Support Services ($7,000), of the proposed programme budget for the biennium 2004–2005. The additional requirements would need to be considered for appropriation in the context of the review of the consolidated statement of programme budget implications and revised estimates, provided for in the procedures established by the General Assembly in its resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987 regarding the use and operation of the contingency fund, to be undertaken by the General Assembly at the main part of its fifty-eighth session.**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/242.

Document A/58/7/Add.27

Twenty-eighth report

Protection of global climate for present and future generations of mankind

Programme budget implications of draft resolution A/C.2/58/L.14/Rev.1

[Original: English]
[12 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the statement submitted by the Secretary-General in accordance with rule 153 of the rules of procedure of the General Assembly (A/C.5/58/32) on the programme budget implications of draft resolution A/C.2/58/L.14/Rev.1 on global climate for present and future generations of mankind.[1]

2. An analysis of the requirements of the draft resolution is contained in paragraph 2 of the above-mentioned statement by the Secretary-General. The Advisory Committee notes that a statement of programme budget implications (A/C.2/58/L.44) was submitted to the Second Committee in connection with its consideration of the draft resolution.

3. The Secretary-General estimates that the conference servicing of Convention bodies, as called for under the terms of paragraph 5 of draft resolution A/C.2/58/L.14/Rev.1, would give rise to additional requirements in the biennium 2004–2005 of $US 3.1 million on a full-cost basis at current rates, comprising $3,072,100 under section 2, General Assembly affairs and conference services, and $27,900 under section 29D, Office of Central Support Services (see A/C.5/58/32, para. 4). In addition to those costs, it is estimated that $681,100 would be required for travel expenses of conference-servicing staff from Geneva to Bonn (ibid., para. 5)

4. **The Advisory Committee recommends that the Fifth Committee inform the General Assembly that, should it adopt draft resolution A/C.2/58/L.14/Rev.1, an additional provision of $3,781,100 (at current rates) would arise under section 2, General Assembly affairs and conference services ($3,753,200), and section 29D, Office of Central Support Services ($27,900), of the proposed programme budget for the biennium 2004–2005. The additional requirements would need to be considered for appropriation in the context of the review of the consolidated statement of programme budget implications and revised estimates, provided for under the procedures established by the General Assembly in its resolutions 41/213 of 19 December 1986 and 42/211 of 21 December 1987 on the use and operation of the contingency fund, to be undertaken by the Assembly at the main part of its fifty-eighth session.**

Notes

[1] The General Assembly adopted the draft resolution on 23 December 2003 as resolution 58/243.

Document A/58/7/Add.28

Twenty-ninth report

Utilization of the provision for special political missions under section 3, Political affairs

[Original: English]
[17 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the note by the Secretary-General on the utilization of the provision for special political missions under section 3, Political affairs, of the proposed programme budget for the biennium 2004–2005 (A/C.5/58/33).

2. The Advisory Committee notes that the provision of $US 163,178,100 (before recosting) sought for special political missions under section 3 of the proposed programme budget (see A/58/6 (Sect. 3) and A/58/6/Corr.1) is equivalent to $169,431,700 (after recosting). As indicated in the note by the Secretary-General, after charging the recosted amount of $142,476,900 against the provision for special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council (see A/C.5/58/20 and A/58/7/Add.18), the remaining unallocated balance for special political missions amounts to $26,954,800.

3. The Advisory Committee recalls that any further requirements for special political missions beyond this balance arising during the biennium 2004–2005 would be dealt with in accordance with the provisions of paragraph 11 of annex I to General Assembly resolution 41/213 of 19 December 1986.

4. **The Advisory Committee recommends that the General Assembly take note of the note by the Secretary-General (A/C.5/58/33).**

Document A/58/7/Add.29

Thirtieth report

Contingency fund: consolidated statement of programme budget implications and revised estimates

[Original: English]
[17 December 2003]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on the consolidated statement of programme budget implications and revised estimates (A/C.5/58/34). During its consideration of the report, the Advisory Committee met with representatives of the Secretary-General, who provided additional information.

2. The total estimated requirements related to the statements of programme budget implications and revised estimates amount to $US 23,020,100, exceeding by $1,420,100 the approved level of the contingency fund of $21.6 million. The Advisory Committee notes that at this point the Fifth Committee has yet to take formal action with regard to the approval of the specific programme budget implications and revised estimates that are currently before it; accordingly, the consolidated statement takes as its starting point the total value of the relevant items that are before the Fifth Committee for decision.

3. The Secretary-General proposes adjustments that would bring the overall level of charges within the level of the contingency fund. The proposed adjustments, which amount to $7,869,300, are explained in paragraphs 3 to 12 of the report of the Secretary-General and are itemized in the annex to the report.

4. With regard to the reference to its initial recommendations (ibid., para. 3), the Advisory Committee points out that its recommendation for a reduction in the amount of $3.2 million in respect of the estimate for more predictable and adequate conference services to the meetings of regional and other major groupings of Member States was made on the understanding that it was up to the General Assembly to formulate a policy decision as to whether or not to change the existing mandate for the provision of conference services to regional and other major groupings of Member States (A/58/7/Add.5, para. 20).

5. **Should the General Assembly accept the assumptions and suggestions contained in the report of the Secretary-General, the balance of funds available from the initial $21.6 million in the contingency fund would amount to $6,449,200.**

Document A/58/7/Add.30

Thirty-first report

Request for a subvention to the Special Court for Sierra Leone

[Original: English]
[17 March 2004]

1. The Advisory Committee on Administrative and Budgetary Questions has considered the report of the Secretary-General on the request for a subvention to the Special Court for Sierra Leone (A/58/733), which was prepared in response to an exchange of letters between the Secretary-General and the President of the Security Council.[1] In his letter, the Secretary-General drew the attention of the Security Council to the financial difficulties facing the Court with regard to its operation beyond 1 July 2004 and indicated that the Council might wish to invite him to bring the matter to the attention of the General Assembly. The Council noted the course of action proposed by the Secretary-General and expressed no objection to it.

2. When the Secretary-General prepared his reports on the question of the establishment of an independent Special Court for Sierra Leone, in accordance with Security Council resolution 1315 (2000) of 14 August 2000, he expressed the view that the only realistic solution for financing the Court was from assessed contributions.[2] However the Council, after an exchange of views with the Secretary-General, reiterated its support for creating the Court through voluntary contributions, on the understanding that the Secretary-General would not be expected to create any institution for which he did not have adequate funds in hand for at least 12 months and pledges to cover anticipated expenses for a second year of operation. Subsequently, an agreement was signed between the United Nations and the Government of Sierra Leone on the establishment of the Court.[3]

3. The Secretary-General estimates that available voluntary contributions will carry the Court only to the end of its second year of operations (30 June 2004), and efforts to mobilize additional resources have not yielded sufficient results. According to the report, owing to the shortfall in funds in the second year, only $US 1.8 million in voluntary contributions would be available for the third year. Requirements for the third year are estimated at $30 million, on the assumption that no additional trial activity is undertaken. An additional amount of $10 million proposed for the period from 1 July to 31 December 2005 for the completion phase is related mainly to appeal activities. In this regard, the Advisory Committee notes that a "definitive exit and completion strategy has yet to be finalized" (A/58/733, para. 11).

4. Accordingly, the Secretary-General proposes that a subvention of up to $40 million be made available to the Court. Taking into account the currently available amount of $1.8 million, a subvention of $16.7 million is proposed for the period from 1 July to 31 December 2004 from the unearmarked balance of the provision for special political missions under section 3, Political affairs, of the programme budget for the biennium 2004–2005. The Secretary-General would continue to seek voluntary contributions and would revert at the main part of the fifty-ninth session of the General Assembly to the question of the status of the Court's financial position and, as necessary, seek appropriation of the balance of the required overall resources.

5. **Bearing in mind that the Court was established on the basis of voluntary financing, it will be for the General Assembly to decide, as policy, whether or not a subvention to meet the expenses of the Court should be made from the assessed budget of the Organization. Also to be borne in mind, in the opinion of the Advisory Committee, is the impact of a contribution by the membership as a whole on efforts to seek further voluntary contributions (which the Advisory Committee believes should continue). Similarly, at some point account should be taken of the impact of a contribution from the assessed budget on the provisions of the Agreement between the United Nations and the Government of Sierra Leone on the Establishment of a Special Court for Sierra Leone,[3]**

concerning in particular the composition and the expenses of the Court, as well as the functions of the Management Committee of the Court.

6. In the paragraphs below, the Advisory Committee offers a possible approach for dealing with the provision of financial assistance to the Court should the General Assembly decide that it wishes to grant such assistance.

7. The Advisory Committee received an advance version of the report of the Secretary-General (A/58/733), in English only, on 15 March 2004. It held hearings on the question on 16 March and approved its report on 17 March so that it could be issued by Friday, 19 March, to meet the Fifth Committee's scheduled review of the item on Monday, 22 March. This gives an indication of the time constraints facing the Advisory Committee. The information made available to the Advisory Committee was prepared by the Secretariat, with the caveat that the Court had prepared its own budget and, as a consequence, any detailed requests for additional information would probably have to be referred to the Court. **Under the circumstances, the Advisory Committee was not able to conduct a detailed examination of the estimates before it.**

8. The Advisory Committee understands that the amount of $16.7 million estimated for the period from 1 July to 31 December 2004 takes into account savings as compared with previous expenditure attributable to "set-up" costs, such as those related to construction, furniture and equipment; it also takes into account a forecast of reduced expenditure for consultants and experts. The Advisory Committee was informed that there might be increased requirements for expenditure on defence and witness costs. The Advisory Committee points out, on the other hand, that there will likely be a reduced requirement for investigative costs, even taking into account the use of investigators for trial support.

9. **Under the circumstances, should the General Assembly decide to contribute towards the expenses of the Court, the Advisory Committee would recommend that, at this stage, commitment authority be granted in an amount not exceeding $16.7 million. The authority would be administered along the lines spelled out in paragraph 13 of the report of the Secretary-General. The Advisory Committee, at its earliest opportunity, would revert to this matter on the basis of a detailed and fully justified submission, which would include the participation of representatives of the Court. Taking into account the latest developments, including the possible receipt of additional voluntary contributions, the Advisory Committee would then provide a detailed recommendation to the Assembly as to the level of financial assistance that would be required and the source of financing, including through use of the existing appropriation for special political missions or otherwise. In this connection, the Advisory Committee points out that, as at 16 March 2004, the balance remaining in the provision for special political missions was approximately $21.1 million, and it was informed that other potential charges were likely to come.**

Notes

[1] S/2004/182 and S/2004/183.

[2] See S/2000/915, para. 71 and S/2001/40, para. 11.

[3] See S/2002/246 and Corr.2 and 3, appendix II.

Annex

Reports presented orally by the Chairman of the Advisory Committee on Administrative and Budgetary Questions at meetings of the Fifth Committee at the fifty-eighth session of the General Assembly

Contents

	Paragraphs
Information and communication technology strategy	1
United Nations Fund for International Partnerships	2
Estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council	3–6

Information and communication technology strategy

1. At the 13th meeting of the Fifth Committee, the Chairman of the Advisory Committee on Administrative and Budgetary Questions said that the Advisory Committee had reviewed the Secretary-General's report (A/58/377) and had recommended that the General Assembly should take note of it.

United Nations Fund for International Partnerships

2. At the 13th meeting of the Fifth Committee, the Chairman of the Advisory Committee on Administrative and Budgetary Questions said that the Advisory Committee had submitted its recommendations on the administrative budget of the secretariat of the United Nations Fund for International Partnerships and had held a meeting with the Executive Director of the Fund to discuss the report of the Secretary-General contained in document A/58/173. The Advisory Committee recommended that the General Assembly should take note of the report.

Estimates in respect of special political missions, good offices and other political initiatives authorized by the General Assembly and/or the Security Council

3. At the 49th meeting of the Fifth Committee, the Chairman of the Advisory Committee on Administrative and Budgetary Questions said that the Advisory Committee had reviewed the letter of the Secretary-General to the Security Council of 17 March 2004 concerning the progress achieved in implementing the ruling of the International Court of Justice in October 2002 on the boundary dispute between Cameroon and Nigeria.[a]

4. He said that the Secretary-General's report (A/C.5/58/20/Add.1) gave rise to a number of questions, which would require a detailed response and/or analysis. First among these was the extent to which charging the regular budget for all or part of the expenses of implementing a decision of the International Court of Justice (ICJ) would be precedent-setting and the potential impact the implementation of future decisions of the ICJ and other international legal bodies could have on the United Nations budget. Furthermore, there were numerous questions on the requirements proposed, including:

- the staffing structure, its composition, level of posts, and the functions involved;
- the differences in the functions of the 21 staff proposed and the 32 civilian observers;
- further details on the requirements for consultants and experts;
- the possibility of savings in connection with the requirements proposed for transportation and air operations;
- an analysis of the use of resources from the boundary demarcation Trust Fund vis-à-vis other resources;
- the involvement of regional entities, as well as cooperation from other United Nations offices;
- the plans to intensify efforts to obtain voluntary contributions for the support of the Cameroon-Nigeria Mixed Commission.

5. Since information was still being made available and there was not enough time either in the Advisory Committee or in the Fifth Committee to properly consider the matter, he requested that the proposal be resubmitted, incorporating the responses to all of the requests for information and clarification made by the Advisory Committee, as well as any additional requests made by the Fifth Committee.

6. Pending consideration of the new submission in early fall, the Advisory Committee recommended that instead of authorizing the Secretary-General to charge the amount of $US 6,902,900 against the unallocated balance of the provision for special political missions appropriated under section 3, Political affairs, of the programme budget for the biennium 2004–2005, commitment authority be granted for this same amount.

Notes

[a] S/2004/298.